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Children's Fund Citizen Advisory Committee
1390 Market Street, Suite 900
San Francisco, CA 94102



(415) 554-8990

(415) 554-8965

Children's Fund Citizen Advisory Committee NOTICE OF REGULAR MEETING

AGENDA

Wednesday, July 11, 2001

5:00pm - 7:00pm

Fox Plaza, Suite 900 Conference Room

Committee Members

Claudine	Cheng	Jeff	Mori
Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Brenda	Lopez
Theresa	Gallegos	Dana	Lung
Lisa	Gray	Phillip	Powell
Mary	Harris	Tiffany	Tse
		Max	Wang

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- I. Roll Call
- II. Review Agenda [DISCUSSION/ACTION ITEM]
- III. Round Robin on three achievements for Committee [Discussion] 30 minutes
 - Each committee member communicates one to three achievements he/she would like to see the Committee accomplish within year one (25 minutes)
 - Public Comment (5 minutes)
- IV. Presentation of Proposition D [DISCUSSION ITEM] 30 minutes
 - Overview of Proposition D
 - Comparison with Proposition J
 - Proposition D timeline
 - Public Comment (5 minutes)
- V. Presentation of Sunshine Law and Brown Act [Discussion Item] 40 minutes
- VI. Sub-Committees [15 minutes]
 - Rules Committee

FOX Plaza ♦ 1390 Market Street ♦ Suite 900 ♦ San Francisco ♦ CA 94102
415.554-8990 ♦ 415.554.8965 fax ♦ www.dcyf.org

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- Community Needs Assessment
- Other
- Public Comment (5 minutes)

VII. Next Agenda [ACTION ITEM]

VIII. Adjournment

*Public comment will be taken during each item on the agenda.

For More Information, contact: Tejpal Shah, 1390 Market Street, Suite 900, San Francisco, CA 94102, 415.554.8900 or dcyf.org.

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Children's Fund Citizen's Advisory Committee

Wednesday, July 11 2001

Conference Room, Fox Plaza Suite 900

1390 Market Street

Nani Coloretti, Director of Planning and Budget, Department of Children, Youth, and their Families welcomed the committee members on behalf of Deborah Alvarez-Rodriguez, Director of the department. Tajel Shah staff of Department of Children Youth and their Families welcomed the committee and stated that since it was the first meeting and there was no appointment of Chair, she had invited Committee Member Jeffery Mori to convene the first meeting.

I. Roll Call.

Present: Claudine Chen, Veronika Cole, Time Daniels, Emily Dreblow, Teresa Gallegos, Lisa Gray, Mary Harris, Karen Leach, Gaylon Logan, Brenda Lopez, Dana Lung, Jeffery Mori, Phillip Powell, Tiffanie Tse, Max Wang

II. Review and Approve Agenda

Committee member Lisa Gray moved to accept the agenda, seconded.

There was no Public Comment.

The motion carried unanimously.

III. Round Robin on three achievements for the Committee

List of statements made by the committee members regarding what they believe the committee should address and/or achieve

- Implementation of Proposition D over the next three years with focus on the Community Needs Assessment
- Increase funding for smaller organizations
- Work on sustainability of organizations funding, if DCYF funding is ending
- Increase new and different opportunities for youth, especially elementary years
- Provide comprehensive support and ensure fair and equitable distribution of funds
- Address current and emerging needs
- Advocate for youth development
- Conduct community hearings in each district
- Ensure that young people are happy and have opportunities
- Conduct a qualitative and quantitative needs assessment
- Be a well functioning body
- Involve myself fully in the group
- Ensure that there is accountability regarding Children's Funds
- Increase collaboration in the City
- Better serve the needs of disable youth

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- Hold a retreat for the Committee
- Provide evaluation that assess how CBO's are doing and then support them with technical assistance
- Develop quality standards
- Serve youth across the City
- Develop a mechanism for "clients" to have direct input
- Be accountable to the funds given via results based outcomes
- Increasing partnering and collaborating
- Ensure that the committee's internal processes are as effective as possible

Public Comment

Kevin Hickey, Jewish Vocational Services advocated that there be a standing sub-committees addressing Youth with Disabilities and Youth Employment. He made himself available on these issues

IV. Presentation of Proposition D

- Committee Members team up with each other and read Proposition D
- Committee Members listed key items that needed to be presented on the timeline from 7/2001 to 12/2004

There was no Public Comment.

V. Presentation of Sunshine and Brown Act

- Paul Zarefsky, City Attorney, presented to the Committee on the Sunshine and Brown Act.

There was no Public Comment

VI. Sub-committee

- *Committee member Lisa moved to develop a Steering Committee that would propose the bylaws, develop a process to convene meetings until a Chair is elected, and develop meeting agendas. The motion was seconded.*

Public Comment

Motion passed unanimously

Volunteers for the subcommittee are Committee Members: Mary Harris, Teresea Gallegos, Max



VII. Next Meeting

Committee Member Brenda Lopez moved to hold the Committee meeting once a month until the Bylaws were in place. The motion was seconded.

No Public Comment

The motion carried unanimously.

Committee member Jeffery Mori moved to hold the meeting on the first Wednesday of the month starting September 2001. The motion was seconded.

No Public Comment

The motion passed unanimously

VIII. Public Comment

Tajel Shah suggested that she meet with the youth on the committee to assist in there orientation.

IX. Adjournment

Committee member Brenda Lopez moved to adjourn. The motion was seconded

No Public Comment

The motion passed unanimously

The Commission adjourned at 7:30pm.





Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

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5:00pm – 7:00pm
City Hall, Conference Room 421

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Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Brenda	Lopez
Teresa	Gallegos	Dana	Lung
Lisa	Gray	Phillip	Powell
Mary	Harris	Tiffany	Tse
		Max	Wang

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Co-Chairs: Gaylon Logan and Mary Harris

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- I. Roll Call and Call to order
- II. Approval of Minutes [Action item]
- III. Review Agenda [Discussion item]
- IV. Report from Steering Committee (Veronika) [Discussion item] 10 minutes
- V. Presentation on DCYF Evaluation and Strategic Plan by staff (Nani and Tajel) [Discussion item] 30 minutes
- VI. Discussion on Community Needs Assessment (C.N.A) [Discussion item] 1 hour
 - Timeline review
 - What already exists either by age group, issue area, etc?
 - What does the C.N.A. need to tell us that is different from all these other sources?
 - What is/can be unique about the C.N.A
 - Who/where are the unheard voices not traditionally reached in traditional public hearing processes?
 - What are the outcome for the C.N.A
 - What are some key tactics and resources



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- VII. Agreement on Committee members role in the C.N.A [Action item] 30 minutes
- VIII. Discussion on Youth Commission and CFCAC partnership [discussion/action item]
- IX. Development of a Youth Subcommittee [discussion/action item]
- X. Next Agenda [Action item]
- XI. Adjournment

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Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, September 5, 2001
5:30pm - 7:30pm
City Hall, Conference Room 421

Committee Members

Claudine	Cheng	Jeff	Mori
Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Brenda	Lopez
Teresa	Gallegos	Dana	Lung
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Mary	Harris	Tiffanie	Tse
		Max	Wang

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Co-Chairs: Gaylon Logan and Mary Harris

- I. Roll Call and Call to order
- II. Approval of Minutes [Action item]
- III. Review Agenda [Discussion item]
- IV. Report from Steering Committee (Veronika) [Discussion item] 10 minutes
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 - What already exists either by age group, issue area, etc?
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 - Who/where are the unheard voices not traditionally reached in traditional public hearing processes?
 - What are the outcomes for the C.N.A
 - What are some key tactics and resources

- VII. Agreement on Committee members role in the C.N.A [Action item] 30 minutes
- VIII. Discussion on Youth Commission and CFCAC partnership [discussion/action item]
- IX. Development of a Youth Subcommittee [discussion/action item]
- X. Next Meeting Date [Action item]
- XI. Next Agenda items [Action item]
- XII. Adjournment

*Public comment will be taken during each item on the agenda.

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Wednesday, September 5, 2001
City Hall Conference Room 421

Deborah Alvarez-Rodriguez, Director, Department of Children, Youth, and their Families welcomed the committee members.

I. Roll Call.

Present: Veronika Cole, Emily Dreblow, Teresa Gallegos, Lisa Gray, Mary Harris, Karen Leach, Gaylon Logan, Brenda Lopez, Dana Lung, Phillip Powell, Tiffanie Tse, Max Wang

Absent: Claudine Cheng, Tim Daniel, Jeff Mori

II. Approval of Minutes

Committee member Teresa moved to accept the agenda, seconded.

There was no Public Comment.

The motion carried unanimously.

III. Steering Committee Update

Committee member Veronika Cole gave an update on the work of the Steering Committee. In particular, Veronika discussed the Draft Bylaws being developed and stated that input was needed in the area of 1) roles of Chairs and Vice Chairs; 2) attendance policy; 3) role for parliamentarian or secretary or both.

IV. Presentation on DCYF Public Engagement and Work to date on a Strategic Plan and Evaluation

Presentation is attached

It was suggested that one indicator be if community agency refer people that are not appropriate for their program to other agencies.

There was no Public Comment.

V. Discussion on Community Needs Assessment

Committee members and public broke into small groups and discussed the following questions:

- What already exists either by age group, issue area, etc?
- What does the C.N.A. need to tell us that is different from all these other sources?
- What is/can be unique about the C.N.A.
- Who/where are the unheard voices not traditionally reached in traditional public hearing processes?
- What are the outcomes for the C.N.A.
- What are some key tactics and resources
- Timeline Review

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What are some outcomes for the C.N.A?

- What is missing from the data already being collected?
- What populations are not using services?

- What will the data result in? What was the original goal for data collection?
- Need and Priorities (Community, including child, youth, and families)
- Gaps in services to the community and strategies to fill gaps
- Summary Report and recommendations for Children's Fund Allocation Plan
- Children, youth and families will be more supported
- Better understanding of migration out of SF in order to develop strategies to keep families in SF

What is/can be unique about the C.N.A?

- That is leads to action: filling gaps, delivery of services, accountability
- Focus on assets
- Fully accessible – disability, language, accessibility
- Community ownership of the process
- Survey/assessment cohorts groups are representative of the community
- Effective outreach plan
- Survey parents (provide stipends)
- Use anonymous tools
- Reach people in untraditional environments

What does the C.N.A need to tell us that is different from all these other sources and key tactics?

- Anonymous tools
- Structure meetings at different/alternate times and places
- Provide appropriate childcare
- PSA
- Food
- Youth Survey/Youth Vote
- Parent Survey
- Teaming up with other city agencies and supervisors
- Flyers
- Each CAC member bring people
- Mailing to all funded agencies
- Mailing to diverse mailing lists to get non-funded agencies

Who do you think needs to be involved in this project to better coordinate services and leverage dollars?

- Previous consumers/recipients of service/programs
- CBO staff and other people that have contact with programs
- People who have complained about programs and people that don't use services
- Funders
- Community-at-large – sampling
- Government agencies involved with youth

Who/where are the unheard voices not traditionally reached through the public hearing processes?

- Reach those not using services? Why aren't they being served? Or, why aren't they participating?
- Disenfranchised communities
- Youth
- Children
- People who are misunderstood because of language/cultural/economic barriers
- People in alternative living situations
- People in correctional facilities

Timeline Review

Key Dates:

Tuesday, October 23

Wednesday, October 24

Saturday, October 27

Monday, October 29

Tuesday, October 30

Saturday, November 3

Tuesday, November 6

Wednesday, November 7

Saturday, November 10

Tuesday, November 4

Wednesday, November 5

Next Steps

Tajel will send a write up of the C.N.A process to all members. The write-up will include this information along with DCYF staff and other community leaders' input.

There was no Public Comment

VI. Agreement on Committee members role in the C.N.A

- *Suggestion refer to the Steering Committee for recommendation to the committee at-large at the next meeting*

VII. Presentation by Youth Commission and development of Youth Subcommittee

- *Tabled to the next meeting. Seconded. Passed*

No Public Comment

The motion carried unanimously.

VIII. Next Meeting Date

It was requested that a new meeting date be chosen, since the Director of DCYF cannot attend due to a conflict. The next best day that works is the third Wednesday of the month. Staff will examine people's availability and migrate the meeting dates to the third Wednesday when feasible

IX. Adjournment

Committee member Karen Leach moved to adjourn. The motion was seconded



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Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

"See revised agenda"

AGENDA

Wednesday, January 16, 2002

5:30 - 7:30pm

City Hall, Conference Room 201

PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

Claudine	Cheng	Jeff	Mori
Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Brenda	Lopez
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- I. Roll Call and Call to order
- II. Approval of Minutes *action item*
- III. Review Agenda *discussion item*
- IV. Presentation from City Controllers office on Baseline (15 minutes) *discussion/action item*
- V. Presentation from Coleman Advocates on upcoming city budget process (15 minutes) *discussion/action item*
- VI. Presentation from DCYF on current fiscal year (15 minutes) *discussion/action item*
- VII. Upcoming hearing with Supervisor Gavin Newsom on Children's Baseline (15 minutes) *discussion/action item*
- VIII. Planning for Next three months and beyond *discussion/action item* (20 minutes)
- IX. Next Agenda items *action item*
 - Proposed Budget for Fiscal Year 2002
 - Review Draft Community Needs Assessment

X. Announcements

XI. Adjournment *action time*

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Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, January 16, 2002

5:30 - 7:30pm

City Hall, Conference Room 201

PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

Claudine	Cheng	Jeff	Mori
Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Brenda	Lopez
Teresa	Gallegos	Dana	Lung
Lisa	Gray	Phillip	Powell
Mary	Harris	Tiffanie	Tse
		Max	Wang

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01-14-02P03:05 RCVD

- I. Roll Call and Call to order
- II. Approval of Minutes *action item*
- III. Welcome Brenda Lopez, Director DCYF and Nila Gonzales, Administrative Assistant, DCYF
- IV. Review Agenda *discussion item*



- V. Presentation from City Controllers office on Baseline (15 minutes) *discussion/action item*
- VI. Presentation from Coleman Advocates on upcoming city budget process (15 minutes) *discussion/action item*
- VII. Presentation from DCYF on current fiscal year (15 minutes) *discussion/action item*
- VIII. Upcoming hearing with Supervisor Gavin Newsom on Children's Baseline (15 minutes) *discussion/action item*
- IX. Planning for Next three months and beyond *discussion/action item* (20 minutes)
- X. Next Agenda items *action item*
 - Proposed Budget for Fiscal Year 2002
 - Review Draft Community Needs Assessment
- XI. Announcements
- XII. Adjournment *action time*

*Public comment will be taken during each item on the agenda.

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*San Francisco
Department of Social Services, Youth & Family Services*

Children's Fund Citizen's Advisory Committee

**Wednesday, January 16, 2002
City Hall Conference Room 201**

Meeting

I. Roll Call.

Present: Veronika Cole, Tim Daniel, Emily Dreblow, Teresa Gallegos, Lisa Gary, Mary Harris, Gaylon Logan, Dana Lung, Phillip Powell, Tiffanie Tse

Absent: Max Wang, Karen Leach, Claudine Cheng, Jeff Mori

II. Approval of Minutes

Committee member Veronika moved to accept the minutes, Emily seconded.

Motion passed.

No Public Comment.

The motion carried unanimously.

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III. Review Agenda

No changes were made to the agenda.

No Public Comment

The motion carried unanimously.

IV. Presentation by Controller's Office

Peg Stevenson of the Controller's office reviewed frequently asked questions about the Children's Baseline and explained how it differs from the Children's Fund. (see attached)

Committee Questions/Comment:

1. How does 10% cut in departmental budgets effect Baseline

Answer: The requests cuts can be made to Children's Baseline programs. The Controllers office will look at the net change and notify the Mayor if the City is or is not in compliance with the law. If the City is out of compliance, the Controllers office will notify the Mayor.

2. Requested notification if a discrepancy between the Baseline and the budget are found

Answer: It is the Mayor's prerogative to notify DCYF and the CFCAC about a discrepancy

3. Can we hold departments accountable

Answer: Using the new budget cycle approved by the Board of Supervisors, you can go to each department and discuss their cuts and impact as well as programs you would like funded that are within the Children's Baseline

Public Comment:

Margaret Brodtkin, Director of Coleman Advocates:

- With draft distributed by Controller's office, how will we know where city is spending money
- Must not cut children's programs to meet Mayor's 10% budget cut
- Want numbers attached to controller's office draft list of Children's Baseline

Peg Stevenson of the Controller's office responded by apologizing numbers were not included in draft and that it is possible and will be available in a matter of days.

V. Presentation from Coleman Advocates

Margaret Brodtkin, Director of Coleman Advocates

The importance of the Children's Fund Citizens Advisory Committee and offered reading material, "Evaluation of the First Nine Years of the Children's Fund. Margaret suggested the CAC members announce their intent and reach out to the community since they are somewhat new. Margaret also stated this committee should oversee the C.N.A. and work as a forum for the community and the budget.

This committee can work as a bridge for youth and adult input. Margaret then walked through the new budget process. She stated that in previous years the Mayor received the proposed budget in February, then worked on it for four months before submitting it to the Board of Supervisors in June. Now the Board of Supervisors will get a draft budget from the Mayor in April, some hearings will be held and by June a final draft would be presented followed by more hearings. (see attached)

Committee Questions/Comment:

- Who is involved with hearing process? Answer: CBO's, Youth Commission, Key City Departments, Controller's Office, City Attorney's Office

Public Comment:

- Michael Funk of Sunset Beacon offered support to CAC and stated that the Beacon Directors will be at the hearings stressing that we must not cut children services and help with outreach to the hearings
- Janet Schlwitz suggested that the committee write a letter to the Mayor urging that cuts from DCYF not even be part of the budgeting process, since it would be cuts in the Children's Baseline.

Mary Harris motioned to draft a letter to the Mayor stating that DCYF should not be obligated to make the 10% cuts in the General Fund, since those are cuts in the Children's Baseline.

Veronika Seconded

Friendly Amendment, by Veronica, to ask the Youth Commission to co-sign letter

No Public Comment

Motion passed with one abstention

VI. Presentation from DCYF

Paige Kemmitt, Budget and Policy Analyst for DCYF, reviewed the DCYF 2001-2002 Budget. (see attached).

Committee Comment:

Lisa Gray stated that looking at 10% cut for all programs funded by General Fund monies may be a simple, fair way to cut programs.

Public Comment:

- Margaret Brodtkin, Coleman Advocates stated that the community fought hard for addbacks, it should not be assumed that they will be taken away.
- List of addbacks requested, resolution: attach addbacks list to minutes.

VII. Upcoming Hearing with Supervisor Newsom on Children's Baseline

Tajel Shah reported that:

- Should be after February 20th when the Budget is in and Baseline numbers are published
- Will work with Committee and ask for 3:30pm or later hearing to accommodate school schedules

No Public Comment

VIII. Planning for Next Three Months and Beyond

Brainstorm:

- Every third or fourth meeting should be in the community
- Provide list of organizations funded
- Site visits, see what's going on/what they're doing
- Get Known; introductory letter to (CBO's) Community Based Organizations, schools and residents
- Host public forums on topics specific to children, youth and families

Committee Member Emily Dreblow moved to have a retreat, Phillip seconded.

Discussion

Committee member Lisa Gray abstained.

Veronika suggested to hold forum for public comment before a retreat.

Public Comment:

Anthony Valdez, Chair of Youth Commission, commented that a retreat is really important for any working body to come together, actively engage with each other and it is more youth-friendly than the current meeting structure.

Action

Motion withdrawn.

Committee member Lisa Gray moved to create an ad hoc committee to review "retreat", no second.

Committee member Teresa Gallegos put discussion of "retreat" on agenda for steering committee.

Committee member Emily Dreblow moved to have second "special meeting" in February to bring everyone up to speed, Tim seconded.

Motion passed.

IX. Next Agenda Items

- Budget
- C.N.A.

Please email Tajel Shah at DCYF with requests for future presentations.

X. Announcements

Brenda Lopez is now the Director of DCYF and is off the committee. Need to find process to appoint new committee member. Teresa Gallegos to talk members that have been regularly absent.

Public Comment

Matt Rosen of (YLI) Youth Leadership Institute wants CAC to create sub-committee for 3% that is set aside from Prop D to ensure there is a clear plan as to how funds are distributed. Matt was invited to CAC steering committee meeting, on February 6th, to give presentation.

XI. Adjournment

Committee member Teresa moved to adjourn, Dana seconded.

No Public Comment

The motion carried unanimously



Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, February 20, 2002

5:30 - 7:30pm

City Hall, Conference Room 201

PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

Claudine	Cheng	Jeff	Mori
Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Dana	Lung
Teresa	Gallegos	Phillip	Powell
Lisa	Gray	Tiffanie	Tse
Mary	Harris	Max	Wang

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- I. Introductions, Roll Call and Call to order
- II. Approval of Minutes *action item*
- III. Updates – Staff and Steering Committee *discussion item*
Public comment
- IV. Special Meeting March 13, 2002 5:30pm to 7:30pm 1390 Market Street (5 minutes)
discussion/action item
Public Comment
- V. Approval of sub-committee for 3% set aside for Youth Initiated Projects (YIP) (15 minutes)
discussion/action item

Objectives include:

- 1) Work with community members to develop a plan for Youth Initiated Projects. The plan will be presented to DCYF.
- 2) Develop a plan that details: defines Youth Initiated Projects; outreach to potential grantees; development of Request for

Proposals; grant sizes for YIP ; review of YIP proposals;
technical assistance for YIP grantees; and monitoring of YIP
grantees

3) Recommend plan to DCFY

Public Comment

VI. Presentation of Community Needs Assessment (15 minutes) *discussion/action item*

Public Comment

VII. Presentation of DCFY 2002 – 2003 Proposed Budget (20 minutes) *discussion/action item*

Public Comment

VIII. Discussion of upcoming activities and events regarding Budgets cuts in the Children's
Baseline *discussion/action item* (15 minutes)

Public Comment

IX. Next Agenda items *action item*

Public Comment

X. Announcements

Public Comment

XI. Adjournment *action time*

***Public comment will be taken during each item on the agenda.**

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Children's Fund Citizen's Advisory Committee

Wednesday, February 20, 2002

City Hall Conference Room 201 (Change: City Hall North Light Court)

I. Roll Call.

Present: Teresa Gallegos, Lisa Gary, Mary Harris, Dana Lung, Phillip Powell, Tiffanie Tse, Max Wang, Veronika Cole, Tim Daniel

Absent: Karen Leach, Claudine Cheng, Jeff Mori, Gaylon Logan, Emily Dreblow

II. Approval of Minutes

Committee member Lisa Gray moved to accept the minutes, Phillip Powell seconded.

Motion passed.

No Public Comment.

The motion carried unanimously.

III. Review Agenda

No changes were made to the agenda.

No Public Comment

The motion carried unanimously.

IV. Presentation of DCYF 2002-2003 Proposed Budget

Paige Kemmitt of DCYF reviewed the proposed budget to total \$37,850,746, of which 26% is General Fund, 65% is Children's Fund and 9% is other which includes interdepartmental recovery and grants. The proposed FY 03 DCYF General Fund Budget was reviewed in detail by stating approximate amounts allocated for specific programs. The DCYF proposed 10% General Fund Cuts for FY 03, requested by the Mayor, to only be used in a "worst-case scenario" was reviewed and discussed in length.
(Budget attached)

Committee Questions/Comment:

Question (Lisa): What is the percentage of administrative costs in the general funds? Answer (Paige): The percentage of administrative costs can be between 4½ % - 7%; the current year is 4½ %.

Question (Lisa): How did DCYF come to these proposed cuts, was there a system or scale used?

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Answer (Paige): DCYF presented the evaluation criteria at the last meeting. The criteria were developed by DCYF staff.

Question (Lisa): I know you're saying these are only proposed cuts but what if it's accepted and the cuts happen?

Answer (Cedric): We have researched this and will seek funding in alternative forms; we've already discussed this with MCJC (Mayor's Office of Criminal Justice). We have been continuously looking at ways to fill the gaps should they happen.

Comment (Lisa): We should look at TA assistance to provide foundation funding.

Question (Veronika): Why cut High Quality Child Care at these times?

Answer (Paige): High Quality Child Care is not cut, it lowers overall pool of money but not grant sizes.

Question (Teresa): Where are the cuts into administrative, the 1913 money?

Answer (Paige): There are no administrative costs through the general fund. The administrative costs are tied to interdepartmental recovery. We don't have those numbers from other departments but will have after departments submit their budgets.

Question (Lisa): What is City Hall Child Care?

PLEASE NOTE CORRECTION – THESE FUNDS ARE FOR NON-CITY EMPLOYEES TO HAVE THEIR CHILDREN ATTEND THIS CHILD CARE CENTER.

Comment (Lisa): There are no cuts to City Hall Child Care and yet the community will suffer.

Comment (Teresa): Summer jobs is getting cuts yet kids help parents with their summer jobs, so we don't protect the non-working but City Hall gets breaks.

Comment (Lisa): We're cutting low-income people.

Question (Veronika): What are the qualifications to be considered low-income and receive a break for City Hall Child Care.

Answer: DCYF will find out

Question (Mary): Are there no administrative cost cuts to programs?

Answer (Paige): Not at DCYF.

(Brenda): Programs have their own administrative costs; they are not DCYF's administrative costs.

Public Comment:

Roberto Chavarria – Jamestown Community Center

- SFUSD should not have a cut especially to arts and sports, it already has insufficient funds

Andrea Chicas – Jamestown Community Center

- Summer jobs for youth should not be cut. (letter attached)

Rafael Hernandez – Jamestown Community Center

- Child Care should not be cut because it will affect families that rely on child care by cutting, one of the parents would have to stop working or rely on an inexperienced friend.

Caroline Varu – SF Cares

Where are the administrative costs? Is this amount listed the full amount we will receive this coming year, in previous years \$150K was cut for evaluation?

Response (Paige): We can get Dolores, our Citywide Child Care Coordinator, to find out administrative costs in the Children's Fund, it's never out of General Fund.

Caroline: What is the status of addbacks?

Response (Cedric): The Board of Supervisor Addbacks are taken back every year. The Board of Supervisors can add them back. List of addbacks available as part of the last month's meeting at www.dcyf.org.

Caroline: Will the cuts be more than 10%?

Response (Paige): No, 10% is the worst-case scenario. It may be 0%, 3% or 5% but it would be no more than 10%.

John Avalos – Coleman Advocates

Proposed cuts leads to significant deficit in young persons lives. This sits on us negatively; the money into salaries/administrative costs when children's funds went up.

I realize the CAC has just recently been formed but hopefully in the future the CAC can be more involved and make these hard budget decisions.

Judith Baker – SF Child Care Providers Association

I don't understand the cut in child care; it looks like a particular program was cut since you identified loss of training to 175 providers. Was DCYF required to have hearings before the budget cuts were submitted? Is it too late now to debate the proposed budget cuts?

Response (Kieu-anh, Mayor's Office of Budget/Legis.&Finance): It's never too late. I will work with DCYF and the community, right now we're just looking at this on paper, this is not set, this is just a point to start.

Comment (Mary Harris of Committee): This is real, we look at this document seriously, it's not "just on paper" to us.

Judith: I don't understand the High Quality Child Care cuts.

Brenda: The costs per youth were used to figure out what the cuts would be; it's not a programmatic cut.

Margaret Brodtkin – Coleman Advocates

- Gives credit to DCYF for having first budget discussions
- Doesn't think this is a budget, the public is entitled to see the real budget
- DCYF is not being fair by hiding the real budget
- DCYF should do what every other city department is doing; cut administrative costs. Everyone else absorbs COLA's and DCYF is cutting services/programs.

- CAC should use their voice to see that the money is reallocated

Natalie Brutto – Family Child Care

- Families and Child Care will suffer if the proposed cuts get passed, DCYF should not cut anything

Linda Asato – Wu Yee Children's

- Request for detail re: administrative costs FY 00-01 to FY 02-03
- Can understand administrative value to increase if it's explained what value is
- Over the years the High Quality Child Care fund keeps dropping

Response (Paige): High Quality Child Care is not dropping the figures you see does not include administrative costs. Some salaries are paid out of the Children's Fund. Increase in administrative costs partially due to new staff this year to meet Proposition D requirements.

Comment (Teresa): Wants positions listed.

V. Announcement

Special meeting for the CFCAC Full Committee has been set for Wednesday, March 13, 2002, 5:30pm to 7:30pm at DCYF, 1390 Market Street.

VI. Approval of sub-committee for 3% set aside for Youth Initiated Projects (YIP)

Tajel Shah reviews the 3% set aside from the Children's Fund for Youth Initiated Projects and states that folks who indicated they wanted to put together a working group to allocate these funds approached the CAC and DCYF. The CAC Steering Committee voted on February 6, 2002 to recommend to their Full Committee that they believe this is something they should take on since it does fall under their role as a member of the Children's Fund Citizen's Advisory Committee (CFCAC).

Committee member Veronika referred to notes from the Steering Committee stating they want a forum like the CFCAC specifically for the 3% set aside. She invited the youth to join and represent.

Teresa: Is there a motion for YIP sub-committee, the Steering Committee recommends?

Veronika moved the motion, Mary seconded.

Public Comment:

Khen - Youth Leadership Institute (YLI)

- YIP (Youth Initiated Projects) is a very fruitful way to work with the youth
- Looking forward to this process

Committee Vote:

Motion passed.

Official Members: Veronika Cole and Max Wang

Unofficial Member (by request due to scheduling constraints): Tiffanie Tse

VII. Presentation of Community Needs Assessment (C.N.A.) by Tajel Shah of DCYF

- Reviews C.N.A
- Advises it is available online
- Parent and Youth Surveys are not yet included because we are in process of doing them now

VIII. Next Agenda Items

Teresa requests items for Special Meeting Agenda, none are submitted. It is reiterated that this Special Meeting has been called to bring the Full Committee up to speed in terms of what the Steering Committee has knowledge of.

Teresa requests items for next Steering Committee Agenda:

- Create agenda for Special Meeting
- Budget
- C.N.A.

Dana inquired on status of members that have not been attending. Teresa indicated she has made calls and some people have been contacting Tajel. Brenda Lopez has given her official resignation for obvious reasons, others have not given their resignation, and therefore they cannot be replaced.

IX. Adjournment

Dana motioned to adjourn at 7:30pm, Mary seconded.

No Public Comment

The motion carried unanimously.

DCYF Proposed FY 03 Children's Fund Budget

City Budget Category	2002-2003	Includes
Salaries	1,533,043	Fiscal, IS, human resources, reception and office management support for the SF Children & Families Commission and the Delinquency Prevention Commission
Benefits	367,510	
Travel	20,000	
Professional & Specialized Services	145,000	Contract Database Support; Communications Outreach; Quarterly Meetings
Other Professional Services	275,000	Evaluation, strategic planning, CBO technical assistance around evaluation, Children's Portal development
Rents/Leases-Bldgs & Structures	254,432	
Other Current Expenses	851,875	Youth Employment; Youth Initiated Projects; PIC Partnership; Youth Impact
City Grant Programs	18,058,520	RFP amount; Beacon Centers; technical assistance grants; afterschool RFP; SFUSD liaison; Starting Points
Materials & Supplies	77,313	Includes furniture, computers & other office equipment
Payments to other Govt	605,463	Wellness Centers (remaining \$108,537 supports Wellness coordination)
Services of Other Departments	2,284,371	Includes workordered funds to city departments for program (DPH, DHS, Library, Rec and Park, etc.) and administrative costs (City Attorney, HR, Mail Services, etc.). Examples of programs funded here include the Writers Corp and the Bookmobile.
Total:		24,472,527

Department of
Children, Youth and Their Families

2002-2003 Proposed Budget

DEPARTMENT OF CHILDREN,



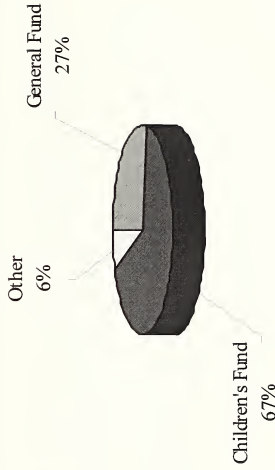
YOUTH AND THEIR FAMILIES

Brenda Lopez
Director

DCYF Plans to Invest Over \$37M in San Francisco's Children, Youth and Families

DCYF Proposed Budget FY 2002-2003

Total: \$36,553,242



Note: Other includes interdepartmental recovery and grants.

Criteria Used to Identify FY 03 General Fund Cuts

- 1) What is the impact on services?
- 2) What is the impact on leveraged funds?
- 3) Does the service meet a need identified in the 11 community focus groups?
- 4) What is the quality of the service?

Proposition D Significantly Increased Investment in San Francisco's Children, Youth, and Families

Children's Fund Budget: FY 00-01 to FY 02-03

	FY 2000-2001		FY 2001-2002		FY 2002-2003*
City Department Programs	1,894,375	9%	2,057,696	9%	2,107,696
Community Based Programs	16,407,973	81%	19,197,003	80%	19,522,758
Evaluation	300,000	1%	300,000	1%	275,000
Administrative Costs	1,683,547	8%	2,317,828	10%	2,567,073
Total	\$20,285,895		\$23,872,527		\$24,472,527

*Proposed budget

Proposed FY 03 DCYF General Fund Budget

Budget Item	Amount
SFUSD	2,563,000
CHALK	100,000
MYEEP	815,000
City Hall day care	75,000
Summer Food Program	60,000
Summer Jobs	500,000
Wellness Centers	700,000
Youthworks	500,000
Excelsior Youth Center	100,000
Beacon Center Initiative	150,000
Child Care Fac Improvement Fund	200,000
CARES	1,500,000
Family Child Care	400,000
High Quality Child Care	1,605,564
Delinquency Prevention Commission	176,235

Note: Does not include administrative costs and programs funded through interdepartmental recovery

DCYF Proposed 10% General Fund Cuts for FY 03

Budget Item	FY 03 Amount	Proposed 10% cuts	Impact
SFUSD: elem arts and sports	2,563,000	256,300	SFUSD would no longer have a city-wide music program for elementary school students. With these cuts, 5-6 elementary schools (approximately 2,200 children) would no longer offer instrumental music instruction. In addition, the music program would decrease in scope and size in several other schools. The artists-in-residence and art programs in all elementary schools would be affected. These programs would necessarily shrink along with their ability to go on field trips further limiting the amount of time children are exposed to the arts. Middle and high school athletic programs would necessarily contract, reducing the number of programs by at least two sports and decreasing participation by approximately 1,000 middle school students and 2,000 high school students.
CHALK	100,000	100,000	This cut would reduce the number of youth served by 38%.
MYEEP	815,000	65,000	Approximately 25 youth will lose access to job coaching, placement, and mentoring services.
Summer Jobs	500,000	200,000	This program helps approximately 750 youth get quality jobs in the summer months. This decrease in funds would cut 150 youth from the program which is very significant given that there are about 1000 youths every summer seeking employment through this program.
Excelsior Youth Center	100,000	10,000	1000 youth have access to this organization as it is currently funded. Approximately 33 youth would lose access to this center with a reduction in funding.
Beacon Center Initiative	150,000	50,000	Providing that each Beacon Center received an equal share of this cut, approximately 100 children would no longer have access to this quality afterschool program.
High Quality Child Care Initiative	1,605,464	163,567	This cut would reduce the ability for approximately 175 child care providers (who are low-income working adults) to access training and course work. Coupled with the proposed child care changes in the Governor's budget, this cut would further undermine the City's commitment to high quality child care. It is the intent of this unit to continue to leverage dollars to maximize county contributions, and these proposed cuts limit our ability to do so.
DPC	176,235	17,624	This cut represents savings in rent created when they moved to a new space. However, the rental agreement will expire in 2 years and DPC will be put at risk of not having enough funds to pay rent at that time. In addition, the DPC plans to use the current rental savings on an outside consultant to work with Commission members and staff on future planning and internal development.
		862,491	total cuts proposed

LETTER BY ANDREA CHICAS-JAMESTOWN COMMUNITY CENTER

Hi my name is Andrea and I am from the Jamestown Community Center. I strongly believe that summer jobs should not be cut because it is an excellent asset for us to rely on. This is because it provides productivity and better use of our summer time off. Most teens stay home and watch TV while their brains get fried if we don't cut summer jobs, however, us teens will have a work mentality which will be in use once classes start again. Summer jobs give teens general education such as a student will file, clean streets etc. during the summer. So without jobs we wouldn't be able to expand our knowledge. Most importantly teens stay out of trouble when in jobs. I would rather be working with my peers than seeing them chill on the street corner doing things they shouldn't be doing.

Addback amounts (from General Fund)		
Lead Agency	Project Name	General Fund
Mission YMCA	Waterfront Program	150,000
Community Youth Center	PLAY program	50,000
Ella Hill Hutch	Stop the Violence	75,000
JCYC (MYEEP)	Added to Summer Youth Employment program	50,000
Tides Center	Family Childcare Association	75,000
United Way of the Bay Area		
America's Promise		70,000
Young Community Developers		60,000
Comm. Education Services	Act One	50,000
Greater Mission Consortium	Added to current DCYF grant	50,000
Jamestown Community Center	Mission Van Collaborative	37,000
Stonestown YMCA		30,000
MCJC workorder	Bernal Heights	30,000
New Conservatory Theatre		25,000
Pilgrim Community Center		12,000
Sunset Neighborhood Beacon	Neighborhood Net	5,000
Sunset Community Youth Center		50,000
Inner City Youth		26,980
Mission YMCA	Visitation Valley reading program	50,000

\$895,980



37.3

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1/20/02

Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, March 20, 2002

5:30 – 7:30pm

City Hall, Conference Room 201

PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

Claudine	Cheng	Jeff	Mori
Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Dana	Lung
Teresa	Gallegos	Phillip	Powell
Lisa	Gray	Tiffanie	Tse
Mary	Harris	Max	Wang

03-14-02 P03705 P000

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MAR 14 2002

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- I. Roll Call and Call to order
- II. Approval of Minutes *action item*
- III. C.N.A. – Review of draft in order to provide feedback and comments for the final version [45 minutes] *discussion/action item*
- IV. Youth Initiated Projects (YIP): Review of Briefing Memo and brainstorm ideas [15 minutes] *discussion/action item*
- V. Resolution of questions regarding budget issues [15 minutes] *discussion item*
- VI. Next Agenda Items *action item*
- VII. Announcements
- VIII. Adjournment *action item*

***Public comment will be taken during each item on the agenda.**

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37.3

1/17/02

Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, April 17, 2002

5:30 – 7:30pm

Fox Plaza, 1390 Market Street, Suite 900, DCYF Conference Room
PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

Veronika	Cole	Jeff	Mori
Tim	Daniel	Karen	Leach
Emily	Dreblow	Gaylon	Logan
Teresa	Gallegos	Dana	Lung
Lisa	Gray	Phillip	Powell
Mary	Harris	Tiffanie	Tse
		Max	Wang

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APR 10 2002

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04-10-02P05:30 NEW

- I. Roll Call and Call to order
- II. Approval of Minutes *action item*
- III. Sub-Committee Reports [15 minutes] *discussion item*
- IV. C.N.A. Status [15 minutes] *discussion item*
- V. Three Month and Six Month Objectives [20 minutes] *discussion/action item*
- VI. August Recess [10 minutes] *discussion/action item*
- VII. Ground Rules [15 minutes] *discussion/action item*
- VIII. Bylaw Change [20 minutes] *discussion/action item*
- IX. RFP (tentative) *discussion item*
- X. Announcements

XI. Adjournment *action item*

***Public comment will be taken during each item on the agenda.**

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Children's Fund Citizen's Advisory Committee

MAY - 1 2002

#2

Wednesday, April 17, 2002

4/17/02

DCYF Conference RoomSAN FRANCISCO
PUBLIC LIBRARY**I. Roll Call.**

Present: Teresa Gallegos, Mary Harris, Gaylon Logan, Karen Leach, Veronika Cole, Emily Dreblow, Tim Daniels, Dana Lung

Absent: Max Wang, Lisa Gray, Tiffanie Tse

II. Approval of Minutes

Gaylon requests motion to approve minutes from February 20, 2002, Veronika motions to approve, Mary 2nd, Motion Passed

Gaylon requests motion to approve minutes from March 13, 2002, Veronika motions to approve, Dana 2nd, Motion Passed

Gaylon requests motion to approve minutes from March 20, 2002, Veronika motions to approve, Emily 2nd, Motion Passed

Teresa Gallegos announces Jeff Mori's resignation. Next meeting of the steering committee will discuss process for filling the three (3) open slots.

III. RFP (Request for Proposal)

Tajel Shah of DCYF introduces Lina Morales, Senior Program Officer at DCYF, who will review RFP process. Lina distributes RFP bullet point sheet then review RFP procedure, intake and internal process. This RFP cycle was \$15 million, which did not include Wellness or Beacon. DCYF recruited 56 citizen readers and gave them 2 weeks to read 12-14 proposals. The readers were then grouped together to come to a consensus to determine if the proposal was highly qualified, qualified or not qualified. We, DCYF, also read internally, both the Programs/Grants Unit as well as the Planning Unit read proposals, approximately 25 per person, and scored accordingly. DCYF then reviewed the populations, districts, ages and programs the proposal covered. Our final list was then given to Senior Staff members of DCYF. They will review and make their recommendations to the Mayor.

Committee Comment:

Q: Tim: Was this the same process used in the past?

A: Lina: Not exactly, some forms were changed. This RFP process looked to quantify each question as much as possible.

Q: Teresa: If this \$15 million is only part of the Children's Fund, what is the total of the Children's Fund?

A: Tajel: The total is approximately \$24 million but there are some funds that we give to other depts. (DPH, DHS, etc.) but the programs officers still negotiate the contract and MOU's with them.

Q: Tim: I understand there are different levels of the RFP review process; at some level do we ask for fiscal info?

A: Lina: We do a minimum of 2 fiscal visits per year but not prior to granting an RFP.

Lina reviews CMS (Contract Management System) one of the handy tools used by DCYF to manage/monitor the CBO's.

Q: Karen: Do they have to re-submit every year?

A: Lina: Yes.

Q: Karen: How many were the same ones we already fund? What is the percentage of new versus returning?

A: Lina: Most of the RFP's we received were from currently funded CBO's.

Q: Emily: Were the proposed 10% cut programs notified and encouraged to apply for the RFP.

A: Tajel: Yes.

Q: Veronika: Did you grant less than what was requested?

A: Lina: We don't know yet, in the past that has been the case.

Mary requests Tajel get an update in reference to the Excelsior Youth Center and report back. – Update provided directly to Mary Harris.

Public Comment:

Q: John Avalos of Coleman Advocates: How will the public be notified or will they?

A: Tajel: Yes, the public will be notified after the award letters go out.

John questions where the Children's Fund money is going and Tajel responds with promising to get the breakdown of the Children's Fund.

IV. Sub-Committee Reports

Veronika reports that the Youth Initiated Projects (YIP) first meeting had great attendance, lots of youth came. In this meeting the process was explained as well as the goal of the group, which is for the YIP Sub-Committee to make recommendations to the CAC so then the CAC can make recommendations to DCYF. Veronika also reported that last night, April 16th, was the YIP planning meeting, which consisted of a small number of individuals from the first meeting, to determine an agenda for the next big YIP meeting, which may be on May 2nd but that date is not yet confirmed.

V. C.N.A. Status

Tajel updated the committee on the steps DCYF has been taking. DCYF met with the Children's Cabinet along with Amy Ackerman, of the City Attorney's Office, and Proposition D was discussed in length with the department heads. It was very good for the department heads to be refreshed on how much this affects them. Peg Stevenson from the Controller's Office was also there and she reviewed the Baseline.

Tajel then reviewed the C.N.A. with the department heads by showing them how we came to the conclusions. Tajel advised that she has been and will continue to meet with other city departments (Rec & Park, Juvenile Probation, etc.) to find out what info they have which will be folded into the C.N.A. Tajel

stated we are up against some delays for the controller's phone survey and the phone survey SF State is doing due to some contracting issues, parent surveys are in and inputted, youth surveys are in and inputting has begun.

VI. Three Month Objective

Teresa reviews this was discussed at the steering committee meeting and they are noted on the steering committee meeting minutes of April 3rd.

Teresa calls for a motion to accept Three Month Objectives:

- Develop an inclusive process for the Community Needs Assessment
- Conduct 11 focus groups, parent and youth surveys, and community meetings for the C.N.A.
- Present the C.N.A. to other city departments and commissions
- Learn about and provide input into the city budgeting process. Take actions as necessary to protect children and youth services in San Francisco
- Conduct a series of presentations and trainings to enhance the Advisory Committee's work and increase partnership between DCYF and the Advisory Committee
- Launch 3% youth initiated projects sub-committee
- Increase Advisory Committee participation; Figure out how to make CAC more involved with future RFP process
- Make new name plate

Veronika 2nd

Motion Passed

Six Month Objectives: The committee decided the current list of three month objectives was sufficient and at 6 months it would be a good time for the CAC to take a look at how they've completed their 3 month objectives.

No Motion Made or Passed, Committee will focus on Three Month Objectives First.

VII. August

The committee decided to send an e-mail to determine which month is better for recess: July or August.

VIII. Ground Rules

Teresa reviews steering committee discussion of ground rules and refers to the four they came up with and requested any additions. Add: respect each other (similar to #3)

Teresa requests motion to adopt rules:

- Right to pass
- Active listening at all times
- Discuss and address the issue not the person
- Respect each other
- No questions are dumb

Karen Motions to accept, Gaylon 2nd

No Opposes, Motion Passed

IX. Bylaw Change

In the beginning the committee elected a chair and a co-chair, one was to be a youth. The committee now announces they are making a bylaw change to Article IV – Officers, Section 1. The bylaw should be changed as follows: "The committee shall elect officers from its membership. The officers shall be: Co-chairpersons & Co-Vice chairpersons with at least one person being less than 18 years of age; and Secretary, as reworded by Dana Lung, Committee Member. Next month this will be on the agenda for a vote and it will require 2/3 of the membership. Tajel states she will check law again to find out about a proxy vote or e-mail vote to address the concerns of the committee that it may be difficult to get a 2/3 membership vote.

X. Announcement

Tajel hopes to present DCYF budget to sub-committee tomorrow, Wellness Centers presents tomorrow at 4pm. DCYF had a great "Zoo Day" in celebration of Week of the Young Child. Teresa announces on May 4th, at Everett Middle School, Support for Families is having a resource fair; Brenda Lopez is possible Keynote. May 18th, Dept. of Mental Health is having a fair; Teresa will bring more info on this at the next meeting. Tim announces on April 27th it's National Youth Service Day, however, it is not getting noticed this year and suggests DCYF should be involved in future years. Gaylon announces Infusion One is holding Young Men at Risk Summit on April 27th from 10am-6pm at Everett Middle School. Veronika announces they have a childcare portfolio available on their website at www.rnetwork.org or see Veronika for hard copies.

XI. Adjournment

Gaylon motions for adjournment

Dana Motions to Adjourn

Karen and Tim 2nd

Motion Passed



Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, May 15, 2002

5:30 – 7:30pm

City Hall, Conference Room 201

PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Dana	Lung
Teresa	Gallegos	Phillip	Powell
Lisa	Gray	Tiffanie	Tse
Mary	Harris	Max	Wang

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- I. Roll Call and Call to order
- II. Approval of Minutes *action item*
- III. Subcommittee Updates *discussion item*
- IV. Staff Updates *discussion item*
- V. Presentation on Results Based Accountability by JMPT (45 minutes) *discussion item*
- VI. C.N.A. Status [10 minutes] *discussion item*
- VII. Committee Vacancies [15 minutes] *discussion/action item*
- VIII. August Recess [10 minutes] *discussion/action item*
- IX. Announcements
- X. Adjournment *action item*

*Public comment will be taken during each item on the agenda.

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Wednesday, May 15, 2002

City Hall, Conference Room 201

102
I. Roll Call.

Present: Teresa Gallegos, Mary Harris, Gaylon Logan, Karen Leach, Veronika Cole, Emily Dreblow, Tim Daniels, Dana Lung, Tiffanie Tse

Absent: Max Wang, Lisa Gray, Phillip Powell

II. Approval of Minutes

Veronika moves to approve minutes

Tiffanie 2nd

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III. Sub-Committee Updates

Veronika briefs on steering committee's parliamentary training; then updates on the YIP meetings. YIP is now having two meetings a month (one planning, one working group). At the meeting on 5/2, only got through a portion of the agenda. A thorough brainstorm was done and will be looked at more closely at the next meeting. Next meeting dates are: 5/30 (planning meeting), 6/13 & 7/11 (working group meetings). Veronika encouraged her fellow CAC members to attend and requested suggestions for new name for YIP, as they are looking to rename YIP because of the similarity with YLI's YIP.

Tajel also reviews on the Robert's Rules Training and how the CAC will see how it will work for them.

Teresa requests public comment.

No Public Comment

IV. Presentation on Results Based Accountability by JMPT

Melanie of JMPT distributes PowerPoint handout and stresses that all too often planning framework gets left on paper. Melanie reviews report. (attached)

Committee Questions/Comment

Mary asks what kind of timeline do you give considering each strategy may take a different amount of time. Melanie responds stating because it's evidence based and data based it's very effective, allows you to lobby other departments, hold programs accountable and learn what is effective. Veronika questions if CBO's chose outcomes and Melanie confirms they can either choose from a drop down menu or customize their outcomes. Veronika then questions if CBO's are involved with choosing which indicators and Tajel states that is what she is hearing from other departments as she is meeting with

them and reviewing the C.N.A. Nani validates that by stating that DCYF collected input from CBO's over a year ago and are now working with departments in a Data Development Group. Tajel states that DCYF is doing a significant amount of TA this year with the direction of Brenda Lopez. Emily inquires if there will be follow up this coming grant cycle and Tajel confirms there will be TA (technical assistance) and CB (capacity building). Melanie closes by stating the baseline is, we wanted to know where our CBO's are right now and how to look at them in the future and be able to measure them. This framework will allow us to do that. This planning work is to start working towards what the RFP will hold/be for to answer Veronika's question.

No Public Comment

V. Committee Vacancies

Teresa reviews that there are three vacancies open on the CFCAC. All members receive a packet put together by Tajel. The packet includes: criteria from 1st round, stuff from the law, letter from Camille that went to people that were interested, announcements, FAQ, two applications (one for adults, one for youth) and list of current members with addresses showing neighborhoods that are covered. Tajel suggests the CAC establish criteria for this round, draft letters from chairs and Brenda, outreach list and timeline. Together, figure out what recommendations to make to the Mayor. Mary inquires if the people lost are adults, Tajel confirms that they were and we are now looking for 18 & above to fill empty slots but the CAC has preference/deciding factor. CAC members agree they want to review applications from 1st round.

Mary motions to send invite to candidates that applied last time to re-apply

Veronika 2nd

No opposed

Veronika moves that review of application would be done at June Steering Committee meeting

Look at application and draft selection criteria at June Steering Committee to be approved at June Full Committee Meeting

Teresa moves to accept this motion

Mary 2nd

No opposed

VI. July or August Recess

CAC members take a hand count to determine which month is more favored July or August, July wins majority.

Teresa motions to take the month of July off

Karen moves to accept the motion

Mary 2nd

VII. Staff Updates

As Tajel passes out memo that went to the Mayor, which summarized the RFP Process, Nani begins to review memo and explains process. Tajel also passes out list of agencies that were recommended to the Mayor for funding and another list of agencies that was not recommended for funding, she stresses the confidentiality of this list and entrusts members will treat it with the utmost professionalism. Mary says it would be helpful to know why these agencies were or were not recommended. CAC wishes they could get list before or when the Mayor does but Tajel and Nani explain the document cannot be given to the CAC then because it is not an approved document. Nani suggests we copy the CAC when sending the letter to CBO's stating approved/not approved. Nani closes stating we tried to reward what works. (memo attached)

Committee Questions/Comments

Dana questions scoring process, Tajel then reviewed how the composite scores put agencies into NQ (not qualified), Q (qualified), and HQ (highly qualified). Nani followed up stating we are the only department that is adding programs in a year of cuts.

Public Comment

John Avalos of Coleman Advocates comments on how pleased he is that the CAC is the first group to receive this list but he questions how we didn't follow the timeline we specified in the last meeting.

VIII. Announcements

Emily announces non-profit rally to protest cuts will be held at Civic Center on May 22nd at 11:30am.

IX. Adjournment

Dana moves to adjourn

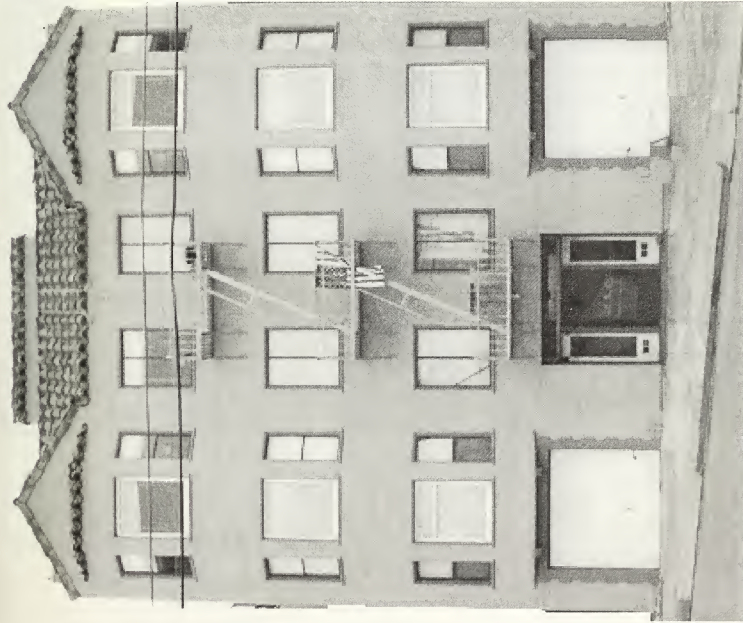
Gaylon 2nd

Motion Passed



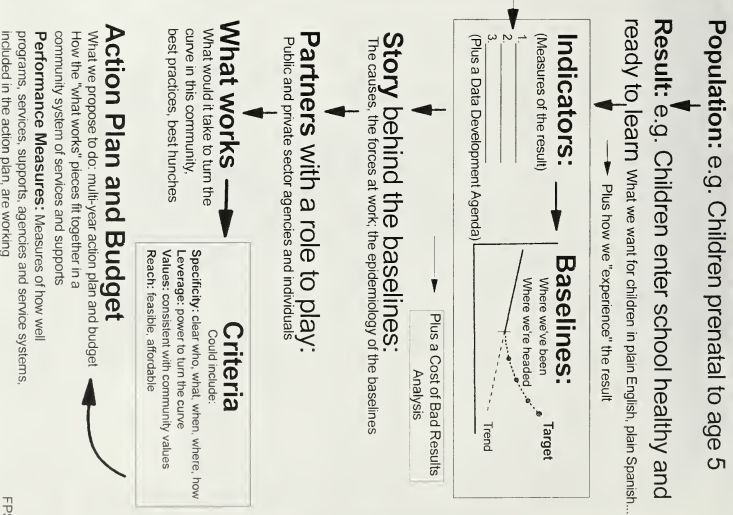
Getting All the Way to the Ground: Implementing a Results-Based Accountability Framework at DCYF

CAC Training May 15, 2002
JMPT Consulting, Inc.



Results- Based Decision Making

Getting from
Talk to Action



Changes in Populations

Population Outcomes

Population Indicators

Baseline Data

Story behind the baseline

Key Players/Partners

“What Works” strategies

???

Changes in People's Lives

Changes in Populations

Strategic
Planning

Population Outcomes
Population Indicators

Baseline Data

Story behind the baseline

Program Design

RFP Process

Key Players/Partners
“What Works” strategies

Evaluation

Program Outcomes

Performance Measures

Data collection

Changes in People's Lives

Changes in Populations

Population Outcomes

Population Indicators

Baseline Data

Story behind the baseline

Key Players/Partners

“What Works” strategies

*Key players: * Parents * Local CBOs * Local public schools*

What works: Open new

quality preschool programs at public schools.

Program Outcomes

Program outcome:

Increase children's foundational literacy skills.

Performance Measures

Perf. Measure: % of 3-year-olds who can differentiate the beginning, middle and end of a story.

Data collection

Data

Analysis

Changes in People's Lives

Children and Youth are Ready to Learn and Are Succeeding in School.

Indicator:

% children entering kindergarten who fall in the top 2 quartiles of the Brigance developmental assessment.



STORY: Most children in the top quartiles have attended preschool before kindergarten entry. Demand for preschool slots is greater than supply.

Question:

“In the story, what happened first?”

KEY EVALUATION DESIGN ELEMENTS

- * Outcomes-based
- * On-the-ground evaluators
- * Situated within national research frameworks
- * Inclusive, participatory design process
- * Standardized, yet customizable
- * On-line data entry and analysis
- * Integration with future contracting and reporting
- * Linked to community-wide strategic planning

DCYF		OUTCOME		Unlock	
Contact Information		Early Head Start Wrap Around		Final	
Annual Work Plan		Program Name		Year	
Monthly Reports		Focus Area: Early Childhood - Direct Service Child Care		Status	
Quarterly Reports		Outcome - Maintain and improve the cognitive development of children ages 0 to 5			
Exit Database		Supporting Activities		Edit Activity	
Admin List		<p>The program utilizes the Creative Curriculum as a guide for lesson planning to maintain and improve the cognitive, social, emotional, physical, and gross motor development of each child. Each child has an individualized lesson plan based on current assessment of their development, outlining the plan for the child's overall development. Developmental assessments are conducted for each child every 3 months for children 0-18 months, and every 6 months for children 18-36 months. Individual lesson plans are modified as needed.</p>			
		Performance Measure 1		Remove Edit	
		% of children interacting with hands-on materials, such as rattles, stackable blocks, play dough, or shape-sorters everyday			
Data Collection Tool 1: Caregiver Survey					
Frequency & Schedule of Data Collection					
Surveys will be conducted once a year, as part of the program self-assessment process.					
Sample Size & Sampling Strategy					
12 primary caregivers.					
				Add Measure	

Sample Early Childhood Outcomes & Performance Measures

Focus Area: EARLY CHILDHOOD

Program Outcomes	Performance Measures	Data Collection Tools	Data Collection Schedule	Sample Size & Strategy
<i>Direct service childcare</i>				
1) Maintain and improve the cognitive development of children ages 0 to 5	1.1+ % of children interacting with hands-on materials, such as tables, stackable blocks, play dough, or shape-sorters everyday 1.2+ % of children read to alone or in small groups everyday	Caregiver Survey Caregiver Survey	Dependent on characteristics and scheduling of each program. General guidelines are:	Dependent on characteristics and scheduling of each program. General guidelines are:
2) Maintain and improve the social and emotional development of children ages 0 to 5	2.1+ % of children with the same primary caregiver for the majority of their time in care 2.2+ % of parents reporting that their children are learning new social skills in the early care setting	Caregiver Survey Parent Survey	Youth Survey: * Fall Data = 1x Spring, School in Season * Summer = 1-2x Beginning & end of just the end	Youth Survey: 0-50 - 100% 50-100 - 75-100% 100-200 - 50-75% 200+ - 25-50%
3) Maintain and improve the physical and gross motor development of children ages 0 to 5	3.1+ % of children playing outdoors everyday, weather permitting 3.2+ % of children participating in music activities one or more times a week 3.3+ % of children participating in dance, gymnastics, swimming, or another type of organized physical activity one or more times per week	Caregiver Survey Caregiver Survey Caregiver Survey	Parent Survey: 1x, Concurrent with youth survey	Parent Survey: 0-50 - 100% 50-100 - 75-100% 100-200 - 50-75% 200+ - 25-50%
<i>Provider support</i>				
4) Increase the continuity and consistency of childcare staff	4.1+ Staff turnover rate	Exec. Dir. Interview	Staff Survey: 1x - Spring	Staff Survey: 75%-100% of staff
5) Improve working conditions, level of support, and professionalism of child care workers	5.1+ % of caregivers who rate their workplace highly 5.2+ % of staff promoted up the salary scale through use of a professional development plan 5.3+ % of eligible staff enrolled in benefits package 5.4+ % of staff aware of available support services, such as stipends for training or mental health consultation 5.5+ % of staff reporting that they have utilized available support services	Caregiver Survey Exec. Dir. Interview Exec. Dir. Interview Caregiver Survey Caregiver Survey	Staff Interview: 1x - Whenever the most info. is available or most convenient	Staff Interview: with either the Program Coordinator or the Exec. Director
6) Increase caregivers' knowledge and skill in early childhood development	6.1+ % of staff who report using new knowledge in their work with children 6.2+ % of staff enrolled in early childhood education coursework 6.3+ % of staff completing at least one interactive training program in the last 6 months	Caregiver Survey Caregiver Survey Caregiver Survey		

Linking Evaluation to Strategic Planning

Benchmark 2:

Children and Youth are Ready to Learn and Are Succeeding in School

Population Indicator:

KINDERGARTEN / FIRST GRADE BRIGANCE ASSESSMENT

and % of kindergarteners and first graders scoring within each of four quartiles, broken out by ethnicity

Program Level Outcome:

Maintain and improve the cognitive development of children ages 0 to 5

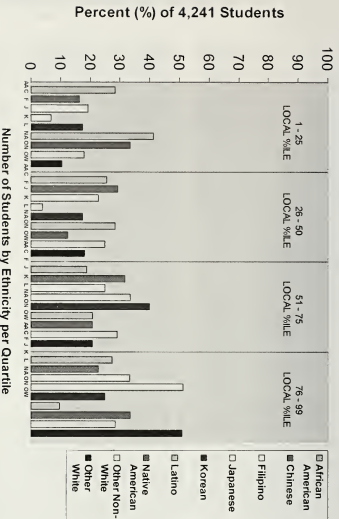
Program Level Performance Measure:

% of children read to alone or in small groups everyday

Survey Question:

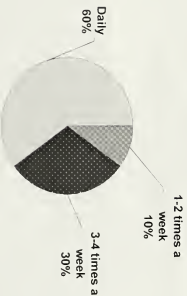
“How often are children read to during the week?”

Indicator: Kindergarten Brigrance Test Scores by Ethnicity

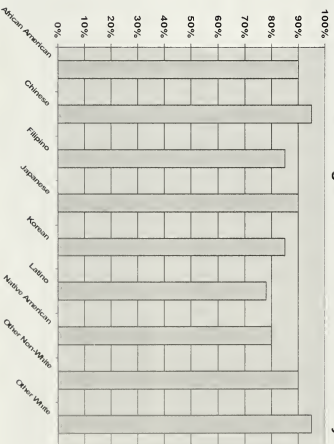


Performance Measurement:
Data Collected from Programs

How often are children read to during the week?



% of children interacting with hands-on materials everyday



Attendees at community focus groups were very upset to learn about the significant disparity among ethnic groups. Since the Brigrance test is an indicator of early childhood education, the disparity illustrated how quality child care was not experienced by all San Franciscans.

Recommendations

Develop programs that educate parents on school curricula and provide parents with ways to reinforce those lessons at home. Increase child care centers and early education programs in key neighborhoods to decrease the racial/ethnic disparities. Continue emphasis on cognitive development at child care centers.

Trends in the Data

As tracked through the locally normed Kindergarten Brigrance assessment of school readiness, there are major discrepancies between the various populations' performances. The numbers for Filipino and Other White students increase steadily across quartiles, while the majority of Latino students appear in the bottom two quartiles. African American children appear to be the most consistent through all four quartiles.

MEMORANDUM

Date: April 25, 2002
To: Mayor Willie L. Brown, Jr.
CC: Eleanor Johns, Chief of Staff
Steve Kawa, Deputy Chief of Staff
From: Brenda Lopez, Director
Subject: Selection of FY2002 – 04 Grantees

The Department presents its recommendations for fiscal years 2002-2004 funding. This memo will outline the internal and external processes the Department used to select its grantees and to make general recommendations.

HIGHLIGHTS OF RECOMMENDED AGENCIES

DCYF received 181 proposals totaling over \$35 million in funding for services to children, youth and their families. DCYF has approximately \$15 million available for the first year of this two-year grant cycle. Combined with the Beacon and Wellness projects, city department programs, and other initiatives, DCYF will fund over \$30 million in services for children and youth next year.

Organizations were invited to apply to three broad categories: early care and education, youth employment and general. The following are highlights of the lead agencies recommended for funding. Appendix D shows the breakdown of funding per district.

DCYF is proposing 128 programs for funding, an increase of 32 lead agencies over the previous 2000-2002 RFP cycle. The Department is recommending 47 new programs for funding. These programs address gaps in services and in neighborhoods.

- 30% of new programs serve the entire city
- 17% of new programs serve neighborhoods that traditionally receive less children's funding, including the Richmond, Sunset, Visitation Valley, Outer Mission and Ingleside, and Excelsior districts
- 3 new programs target mothers and children who are or have been recently homeless (new funding: \$295,000)
- 6 new programs focus on crime, violence and domestic violence prevention and include services for children and families who are victims of such violence (new funding: \$405,000)
- 7 new programs provide academic support to children and youth, including one program focused on bilingual children (new funding: \$644,000)
- 2 new programs provide art and drama to children and youth (new funding: \$100,000)
- 3 new programs focus on sports, recreation and day camp activities (new funding: \$110,000)
- 2 new programs provide health services to at-risk populations, including a new program for families living in single room occupancy housing (new funding: \$150,000)
- 4 new programs focus on youth employment, including one targeting pregnant and parenting teens, and one targeting Russian-speaking refugee youth (new funding: \$275,000)

- 8 new programs focus on early care and education, including child care services and subsidies for some of the City's neediest populations (new funding: \$817,000)
- Additional programs focus on youth leadership, mentoring, counseling, and services for lesbian, gay, bi-sexual and transgender youth and families

All agencies will be required to participate in our evaluation process. Additionally, throughout the year the Department will offer additional technical assistance to lead agencies that need capacity support.

THE SELECTION PROCESS

External Input: The Citizens' Review Team (CRT)

DCYF recruited a pool of 56 citizens from throughout the city with experience in youth employment, youth and community development, early education and childcare, academic support, city governance, health services, and philanthropic services to participate in a community review process.

Each reader reviewed an average of twelve proposals over a two-week period. Readers were asked to score each proposal and to note strengths and weaknesses in the areas of: agency experience, outcomes, community relations and outreach, and youth and family involvement. Four people reviewed each proposal. Fourteen review groups met to reach a consensus score and rank for each proposal. The scores were then forwarded to DCYF.

Internal Input: Staff

The Department implemented an internal process that included input from all levels of staff. The DCYF internal process combined the CRT scores and information from the needs assessment to arrive at the final list of recommended agencies.

Two staff members (one each from program and planning) reviewed and scored each proposal. Staff members scored proposals based on the agency's proposal and examined demographics (race and ethnicity, age, and neighborhood) and service distribution in each neighborhood. Staff also assessed the performance of currently funded agencies based on program monitoring.

All scores (CRT and staff) were compiled and ranked. Staff discussed the merits of and the needs addressed by each proposal¹. Senior staff was then provided with a recommended ranked list of lead agencies to fund. Senior staff made the final decisions for recommendations and funding levels based on the merits of the proposals, staff and CRT scoring and comments, identified areas of need, and available funding.

THE COMMUNITY PLANNING PROCESS

This section outlines the community planning process used to create our Request for Proposals (RFP).

As part of DCYF's Community Needs Assessment (CNA) process, DCYF began an exhaustive community engagement process in order to guide the day-to-day operations of the department as well as align DCYF resources with the needs of San Francisco children, youth, and their families.

DCYF presented findings from our research on each of our benchmarks, or goals. These findings consisted of data that showed communities how well San Francisco's children and youth are doing in the areas of health, readiness for school, safe families and communities, and contributions to the vitality of the City.

¹ Staff looked at the core funding principles, Department goals, and other data and indicators from DCYF planning documents and evaluation tools.

- We conducted 11 focus groups -- one in each supervisorial district. The DCYF focus groups were tri-lingual, youth-friendly, and interactive. Over 400 San Franciscans attended the meetings held by the focus groups -- half of which were youth. This process generated our draft CNA and created recommendations for programming.

An additional 1,200 youth and parent surveys will be incorporated, along with input from several commissions, into the final CNA by early June. For this RFP process, we asked grantees to review the CNA and used the preliminary findings to inform our grant-making decisions.

REQUEST FOR PROPOSALS

The Department used past experience and guidance from Proposition D to create the RFP process. In particular, DCYF structured the RFP to:

- Reward best practices
- Hold funded programs and ourselves accountable
- Pilot innovative funding and/or program strategies to address key areas of need or change the way service providers are doing business
- Increase community decision-making in the RFP review process
- Ease the overall monitoring process by setting up expectations at the onset of the process
- Maximize the efficiency of staff resources
- Respond to community needs

The Department also sought proposals that addressed the focus of the Children's Fund. Proposition D provides several targets for the Children's Fund:

- Ensure that San Francisco's children are healthy, succeed in school, and live in stable, safe, and supported families and communities
- Focus on the prevention of problems and on supporting and enhancing the strengths of children, youth, and their families
- Reach children in all neighborhoods
- Distribute funds equitably among services for infants and pre-schoolers, school age children, and adolescents to the maximum reasonable extent
- Strengthen collaboration between the City and County of San Francisco and the San Francisco Unified School District (SFUSD)
- Fill gaps in services and leverage other resources whenever feasible
- Foster projects initiated by youth

We are pleased that we were able to add so many new high quality programs this year.



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6/19/02

Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, June 19, 2002

5:30 – 7:30pm

City Hall, Conference Room 201

PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Dana	Lung
Teresa	Gallegos	Phillip	Powell
Lisa	Gray	Tiffanie	Tse
Mary	Harris	Max	Wang

DOCUMENTS DEPT.

JUN 13 2002

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- I. Roll Call and Call to order
- II. Introductions
- III. Approval of Minutes *action item*
- IV. Staff Updates (5 minutes) *discussion item*
- V. Presentation on the Governor's Budget by Karina Moreno, Children's Defense Fund, 100% Campaign (30 minutes) *discussion item*
- VI. Subcommittee Updates (5 minutes) *discussion item*
- VII. FY 2002-2003 Budget (25 minutes) *discussion item*

- VIII Selection Criteria and Application for 3 open CAC seats [10 minutes] *discussion/action item*
- IX CAC Officer Candidates (to be voted on in August) [15 minutes] *discussion/action item*
- X Agenda recommendations for next Steering & Full committee meetings *discussion/action item*
- XI Announcements
- XII Adjournment *action item*

*Public comment will be taken during each item on the agenda.

For More Information contact Tajel Shah, 1390 Market Street, Suite 900, San Francisco, CA 94102, 415.554.8415 or Tajel@cityofsf.org

Copies of Documents provided for this meeting are available for the public at the Commission Office, 1390 Market Street, Suite 900, San Francisco CA 94102 on Mondays – Fridays between the hours of 8:30am – 5:00pm.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

DISABILITY ACCESS

The offices Department of Children, Youth, and their Families and City Hall are wheelchair accessible. The closest accessible BART Station is Civic Center, one block west of Fox Plaza. Accessible MUNI lines serving this location are: #42 Downtown Loop, the #71 Haight/Noriega, 21 Hayes, 19 Polk, the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

There is accessible parking at the following locations: two (2) designated blue curb spaces on the southwest corner of McAllister Street at Van Ness Avenue; the Performing Arts Garage (entrance on Grove Street between Franklin and Gough Streets), and at Civic Center Plaza Garage

Large print agendas are available by calling Tajel Shah at (415)554.8415. The following services are available upon request at least 15 working days prior to the meeting: American Sign language interpreters, use of a reader during a meeting, or a sound enhancement system. Accessible seating for persons with disabilities can be made available. Following a meeting, meeting proceedings can be made available in alternative formats

ATTENTION Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Administrative Code 16.520 - 6.534) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 1390 Market Street, #701, San Francisco, CA 94102 telephone (415) 554-9510; fax (415) 703-0121 and web site <http://www.ci.sf.ca.us/ethics>

The ringing of and use of **cell phones, pagers and similar sound-producing electronic devices** are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager or other similar sound-producing electronic devices.

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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Donna Hall
Sunshine Ordinance Task Force
City Hall, Room 409
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Phone: (415) 554-7724, Fax: (415) 554-7854

Wednesday, June 19, 2002
City Hall, Conference Room 201

I. Roll Call.

Present: Teresa Gallegos, Karen Leach, Veronika Cole, Emily Dreblow, Tim Daniels, Dana Lung, Max Wang, Lisa Gray

Absent: Phillip Powell, Mary Harris, Gaylon Logan, Tiffanie Tse

II. Introductions

After introductions of each person in the room, Teresa Gallegos briefs on the on-going budget presentations that are taking place in the Board of Supervisors Chambers. To allow members of this Committee to be present and make Public Comment, she tabled some of the items on the agenda and focused only on the Presentation on the Governor's Budget, the FY 2002-2003 DCYF budget and the Elections Slate item.

III. Presentation on the Governor's Budget by Karina Moreno of Children's Defense Fund 100% Campaign

Karina gave a full presentation on the Governor's Budget and how it is affecting children and families.

- State budget has a 23 billion dollar deficit
- Health is hit the hardest
- Cuts fall heavily on poor
- Over half of new spending reductions proposed target programs that assist low-income
- Postponement of Healthy Families expansion to adults
- Reintroducing quarterly reporting for Medi-Cal recipients
- Mental Health programs would be reduced or eliminated

Karina explained Senator Burton's bill, SB 1255, which is one of the ways to raise revenues. SB 1255 would temporarily restore the upper tax brackets to 1996 levels, affecting only the 2 percent of Californians with the highest incomes. This legislation would increase state General Fund revenues by \$3.1 billion in 2002-2003, \$3.2 billion in 2003-2004 and \$3.5 billion in 2004-2005. SB 1255 represents a highly targeted and time-limited solution at one of the most distressed times in California's state fiscal history.

The Governor's Office is already past deadline and the debate over the budget could go on to September, the legislation has not yet reached the Governor's desk.

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Public Comment

John Avalos of Coleman Advocates: What can we do in terms of our local budget?

Karina Moreno of Children's Defense Fund: Lobby your Mayor and Board of Supervisors to lobby Senator Burton.

IV. FY 2002-2003 Budget

Ben Rosenfield, Director of the Mayor's Budget Office, explained the city's current state and the reasons the \$4 million from the Children's Fund are to cover \$4 million in General Fund cuts to children.

- City lost \$75 million due to 9/11 which caused loss of travel and tourism
- Mayor asked every City Department to submit a worst case scenario proposed 10% cut
- City is now financing construction projects versus paying cash
- City has eliminated vacant positions
- City lost one-quarter of hotel tax, \$50 million
- Sales tax is down, also due to travel and tourism
- Property tax over budget

Mayor's Budget Office proposed to use \$7 million of the Children's Fund so children's services were not cut.

Brenda Lopez, Director of DCYF, agreed with Ben's explanation/presentation and then distributed the Children's Fund Calculations (attached). Brenda states considering the crisis in the city, the best decision possible was made.

Public Comment

John Avalos of Coleman Advocates:

- Very concerned with how Children's Fund is being used this year
- Legislation was set to preserve Children's Fund and to not cut the Baseline
- Should be trying to preserve and expand children's services, that's not happening
- This money should be used for what is was intended

Committee Comment

- Concerns raised about the supplantation of general fund dollars with Children's Fund dollars
- CAC and public agree there is a need to involve CAC in budget decision-making process
- Request made to DCYF to involve CAC in process for allocating additional CBO funds (\$4 million)

Veronika: Is property tax used for anything else?

Ben: Property tax is used for Open Space, Children's Fund and the Library

Veronika: When was the windfall to the Children's Fund known?

Ben: The City puts out 6 and 9 month reports on how the City is doing, it's used to re-estimate how the next year will be. The windfall was known following the 9 month report in early May.

Prop D states that if there are cuts in state or federal funds the City can take funds from the Children's Fund to make up the loss in the General Fund.

Lisa: When would you change the proposed list of Children's Fund Calculation?

Nani: We would only make changes if we had to

Lisa: Don't agree to using \$3.1 million to fund the organizations that didn't get funding in the recent RFP. There are no summer programs that allow youth to work only during the summer. Urges DCYF when allocating \$3.1 million to think about the young people who only want to work for the summer.

Teresa expresses concern that there was no process where the CAC was included in the selection/decision. The process should not be internal but should be a joint process with the CAC.

Lisa suggests the RFP process was a broad process and DCYF should take a closer look and fine tune it.

Teresa advises all to voice their thoughts and opinions to the Board of Supervisors.

Ben states that this \$4 million saves these kinds of programs in the city.

Emily requests DCYF to engage with CAC in process to allocate these funds.

Brenda offers sign in sheet for folks that want to be involved (sign in sheet is passed around).

V. CAC Officer Candidates

Teresa advises elections for officers are to be held in July. The Steering Committee, which is the Committee of Officers, discussed this and the current set of Chair (s), Co-Chair (s) and Secretary offer to stay on. Actual election will take place at August Full Committee Meeting.

Lisa supports and makes a motion to move forward the current slate of all officers to next year, including the Steering Committee.

Dana 2nd.

No Opposed

VI. Approval of Minutes

Lisa moves to approve the Minutes

Veronika 2nd

No Opposed

VII. Adjournment

Teresa moves to adjourn

Dana 2nd

No Opposed

Motion Passed

Children's Fund Calculation

Fiscal Year 2002-2003

A) HOW IS THE CHILDREN'S FUND CALCULATED?

Children's Fund Budget, 2002-2003:	\$32.1 million
Children's Fund Budget, 2001-2002:	<u>\$25.0 million</u>
Total Growth in Budgeted Levels:	\$7.1 million

B) WHERE IS GROWTH FROM?

1) Prior-year Surplus:	\$1.3 million
Growth in Children's Fund from 2000-2001 Projections.	
2) Current Year growth in Property Tax over budgeted level:	\$2.8 million
3) Budget Year growth in Property Tax over Initial budget:	<u>\$3.0 million</u>
(Less changes in other revenues)	
Total Growth:	\$7.1 million

C) WHAT IS GROWTH USED FOR?

Goal #1: Avoid reductions in children's services threatened by declining general fund revenues.
Focus on maintaining current services essential to San Francisco's children and youth.

Children's Health Programs:	\$900,000
Childcare Programs:	\$990,000
Family Support Services:	\$940,000
Homeless Youth Services:	\$200,000
Community-based Services to Children and Youth:	\$1 million
Total Services Maintained:	\$4.0 million

Goal #2: Expand community-based services funded through the Children's Fund RFP process.

Total Service Expansion:	\$3.1 million
Total value of services continued and enhanced:	\$7.1 million



Criteria and Considerations for a framework for New Funding

- Ensure that San Francisco's children are healthy; succeed in school; and live in stable, safe, and supported families and communities.
- Reach children in all neighborhoods.
- Distribute funds equitably among services for infants and pre-schoolers; elementary school age children; and adolescents to the maximum extent reasonable.
- Focus on the prevention of problems and on supporting and enhancing the strengths of children, youth, and their families.
- Filling gaps in services and to leverage other resources whenever feasible.
- Fund high quality programs
- Where needed, build upon existing framework of services
- To the extent possible, take into consideration areas of funding from the most recent request for proposals, including: neighborhoods/districts covered and age groups covered in order to identify gaps in services.
- Use the Community Needs Assessment and Children's Services Plan to identify gaps in service.
- Revisit the results of DCYF's recent RFP awards to determine adequate levels of funding for high quality programs.
- Open up a targeted RFP process to address additional service needs. [This process would take at best, three more months]
- Ask applicants to note whether they are an existing program that has lost local, state or federal funding.



MAY REVISION CUTS FALL HEAVILY ON POOR

Governor Davis released his May Revision to the 2002-03 Budget on May 14. In order to bridge an estimated gap of \$23.6 billion between revenues and expenditures for 2001-02 and 2002-03, the Governor proposed a series of spending reductions, tax increases, loans, and deferrals. The Governor proposes spending reductions of \$7.6 billion, \$2.4 billion more than in January. The new reductions take a disproportionate toll on programs affecting low-income and other vulnerable Californians.

The California Budget Project estimates that well over half (57.3 percent) of the new spending reductions proposed in the May Revision target programs that assist low-income and other vulnerable Californians. Over half (53.6 percent) would affect programs that have income eligibility guidelines or otherwise are aimed at low-income Californians. Over a third (34.3 percent) of the total cuts proposed in the Governor's January and May budget plans would affect low-income families.

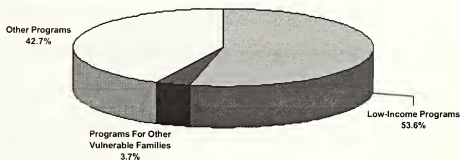
The impact of many of the proposed reductions would be magnified by a loss of federal funds. For example, the May Revision's proposed reduction for county administration of the Medi-Cal program would save the state \$87.9 million, but the state would also forgo the same amount in federal funds. Taken together with the Governor's January proposal, the May Revision reduces General Fund spending for programs directed at low-income families by \$2.6 billion, and by \$4.3 billion when lost

federal funds are taken into account.

Health programs received the majority (56.5 percent) of proposed spending reductions to programs for low-income families. These include postponing expansion of the Healthy Families Program to adults; rescinding the expansion of Medi-Cal for low-income, two-parent families; reducing optional benefits in the Medi-Cal program; charging copayments for Medi-Cal services; reducing Medi-Cal provider payments; postponing implementation of "express lane" eligibility for enrollees in the Food Stamp and National School Lunch Programs; and re-introducing quarterly reporting for Medi-Cal recipients. In addition, mental health programs, such as the Adult and Children's Systems of Care programs, would be reduced or eliminated.

Social service programs would sustain over a third (36.3 percent) of the proposed reductions to programs that target low-income families. These include suspension of cost-of-living adjustments (COLAs) for CalWORKs and SSI/SSP recipients.

May Budget Reductions Disproportionately Affect Programs for Low-Income and Other Vulnerable Families
Percentage Of New Spending Reductions Proposed In Governor's May Revision, By Type Of Program





The Governor proposes to reduce federal and state funding for county welfare departments to administer Medi-Cal and social service programs by more than \$800 million. This represents a reduction of 20 percent or more of proposed spending for many programs.

Other reductions affecting vulnerable families and children include funding for housing programs that target low-income households and aid to schools with high percentages of low-income students.

HOW DID THE GAP GET SO BIG?

The Governor bases the May Revision on an estimated budget gap of \$23.6 billion, nearly twice the gap assumed in January. The state's widening budget gap reflects a \$9.5 billion drop in revenues and \$1.6 billion in additional costs. The deterioration in state revenue collections stems primarily from a drop in income taxes paid on stock options and capital gains. As compared to 2000-01, current and budget year personal income tax collections are down by \$18.3 billion. Stock options and capital gains accounted for 24.7 percent of 2000-01 General Fund revenues; they are expected to drop to 11.1 percent in 2001-02 and 9.2 percent 2002-03. The primary expenditure increase, \$848.4 million in funding for programs under the Proposition 98 guarantee, is driven by an increase in the required spending level due to higher than previously estimated enrollment and inflation adjustments.

HOW DOES THE GOVERNOR PROPOSE TO BRIDGE THE GAP?

The Governor proposes to bridge the additional gap with program reductions; securitizing a larger portion of the state's tobacco settlement payments; loans; deferring certain payments to schools; restructuring state debt payments; tax conformity and compliance initiatives; accelera-

tions, transfers, and shifts; and tax increases, including a deferral of net operating loss carryforwards, a \$0.50 per pack increase in cigarette taxes, and a temporary increase in Vehicle License Fees (Table 1).

Combined 2001-02 and 2002-03 spending in the May Revision is \$3.8 billion lower than what the Governor proposed in January. Spending reductions include \$1.126 billion in General Fund reductions to Health and Human Services; \$189 million in Business, Transportation, and Housing; \$11 million in Environmental Protection; \$858 million in General Government; \$421 million in Higher Education; \$1.243 billion in K-12 Education; \$104 million in Legislative, Judicial, and Executive; \$41 million in Resources; \$42 million in State and Consumer Services; and \$13 million in Technology, Trade, and Commerce programs. The May Revision includes a \$1.4 billion reduction to K-12 Education spending in 2001-02 and a \$137.8 million increase in 2002-03. The impact on programs is much larger in many instances, as discussed above, due to the loss of federal and local matching funds.

The Governor's revenue raising proposals include a partial rollback of the Vehicle License Fee (VLF) reduction approved in 1998. The Governor's proposal would leave the VLF rate 25 percent lower than in 1998, and corresponds to an \$87 increase in the amount paid by the owner of the average automobile. The deferral of net

**Table 1:
Additional Gap Filling Measures Include Spending Cuts, Taxes, and Borrowing
(in Millions)**

	Governor's January Budget	May Revision	Difference
Program Reductions	\$5,226	\$7,597	\$2,371
Tobacco Settlement Securitization	\$2,400	\$4,500	\$2,100
Loans	\$1,251	\$1,729	\$478
Temporary VLF Increase		\$1,276	\$1,276
NOL Deferral		\$1,200	\$1,200
Deferral of Education Disbursements		\$1,149	\$1,149
Debt Restructuring		\$1,083	\$1,083
Federal Funding Increases	\$1,066	\$1,081	\$15
Federal Tax Conformity/Tax Compliance	\$178	\$938	\$760
Accelerations, Transfers, and Shifts	\$2,381	\$2,614	\$233
Cigarette Tax Increase		\$475	\$475
	\$12,502	\$23,642	\$11,140



operating loss (NOL) carryforwards mirrors a provision contained in the 1991-92 Budget signed into law by Governor Pete Wilson. Governor Davis also proposes conforming state corporate income tax law to federal law with respect to the bad debt reserves of large banks, raising \$255 million. Other proposals include waiving interest and penalties on delinquent tax accounts (\$145 million) and increasing tax collection activities (\$361 million).

The May Revision assumes that the state will receive \$1.1 billion in additional federal aid. Changes since January include an increase in the penalties the state will pay for failure to have a statewide automated child support collection system, a partial restoration of funds for the California Food Assistance Program due to the phase-in of limited federal food stamp eligibility, and a delay in the receipt of additional federal funds for Medi-Cal until 2002-03.

The May Revision included a \$516 million reserve. However, the LAO's analysis notes that \$600 million of the prior year's revenues were double counted, leaving the budget \$84 million in the red.

OVER 400,000 COULD LOSE HEALTH COVERAGE

The May Revision proposes an additional \$1.1 billion in Medi-Cal reductions, including:

- Rolling back the maximum family income for the 1931(b) Medi-Cal program for working families from 100 to 67 percent of the federal poverty level (FPL). Estimates show that this proposal would prevent 146,190 parents, mainly new applicants, from receiving coverage. This rollback also prevents California from expanding the Healthy Families Program to low-income parents.
- Eliminating selected optional Medi-Cal benefits, including dental, chiropractic, podiatry, acupuncture, occupational therapy, psychological, and rehabilitation services, and certain medical supplies.
- Requiring adults on Medi-Cal to file quarterly, rather than annual, reports. An estimated 246,667 persons would lose health coverage if quarterly reporting is reinstated.

- Reversing Medi-Cal provider reimbursement rate increases implemented since 1999. This would depress rates back to 1986 levels.
- Delaying implementation of "express lane" Medi-Cal eligibility determinations for enrollees in the National School Lunch and Food Stamp Programs until July 2005. This will prevent approximately 35,000 persons from receiving coverage in 2002-03.
- A \$31 million General Fund increase in the fee the state charges public and University of California hospitals for the Disproportionate Share Hospital (DSH) program. This results in a total fee increase of \$86.2 million when combined with the \$55.2 million General Fund increase included in the Governor's Budget.
- Sharply reducing the outreach budgets for Medi-Cal and the Healthy Families Program.

The May Revision maintains the Child Health Disability Prevention (CHDP) program, which the Governor proposed to eliminate in January. The CHDP will also serve as a gateway for the Medi-Cal and Healthy Families Program, which provide full-scale health coverage under the new proposal.

COUNTY SOCIAL SERVICE FUNDING SLASHED

Among the deepest reductions proposed in the May Revision are 20 percent reductions in state support for county administration of many health and social service programs. The May Revision reduces funding for administration of the Medi-Cal, CalWORKs, Foster Care, Food Stamp, In-Home Supportive Services (IHSS), and adult and children's services programs by \$500 million or more in combined federal, state, and county funds (\$196 million General Fund).

The May Revision makes few substantial changes to the CalWORKs program. Changes include restoration of \$20 million of the \$58.4 million that was cut from the California Community College (CCC) CalWORKs program in January, which the CCC would be expected to match on a one-to-one basis. This program provides job placement services, work-study, and education-related work experience to CalWORKs participants. The May Revision also sustains the suspension of the cost-



of-living adjustment (COLA) for CalWORKs recipients and does not pass through the federal COLA for Supplemental Security Income (SSI) recipients. The May Revision also uses \$120 million in one-time performance incentive funds previously paid to counties to fund CalWORKs employment services costs, and reinstates "deeming" requirements for parents of minor parents (known as "senior parents") who live at home. This provision would count senior parents' income for purposes of determining the eligibility of the grandchild for cash assistance, saving an estimated \$12.1 million. The May Revision also increases state funding for the California Food Assistance Program (CFAP) by \$92 million to reflect the phased-in restoration of federal food stamp eligibility for legal immigrants.

GOVERNOR SUSPENDS EARLIER CHILD CARE PROPOSAL

As part of the January Budget, the Governor proposed far-reaching changes to the state's child care and development system for low-income and at-risk children, including lowering the income eligibility ceiling, increasing child care fees, lowering caps on maximum market-rate child care payments, and phasing-out the Stage 3 child care program, among other changes. The Governor dropped these changes in the May Revision. Restored funds include full funding for CalWORKs Stage 3 child care in 2002-03.

K-12 EDUCATION

Proposition 98 provides a constitutionally guaranteed level of state and local funding for K-12 Education, California Community Colleges, and child care programs. The May Revision reduces General Fund spending subject to the Proposition 98 guarantee by \$1.912 billion in 2001-02 by deferring \$1.15 billion in current year spending to the budget year; shifting the funding source for \$503 million from the General Fund to the Proposition 98 Reversion Account; assuming a \$193 million increase in local property tax revenues; and assuming \$66 million in other savings.

The May Revision increased the estimate of the 2002-03 Proposition 98 guarantee by \$1.2 billion

over the January Budget due to a 0.3 percent increase in projected enrollment growth and an estimate of the decline in per capita personal income that is 1.74 percent smaller than the estimate used in the January Budget. The General Fund share of this increase is offset by a \$335 million increase in local revenues. The May Revision results in a 2002-03 per pupil spending level of \$7,186, up from the \$6,618 provided by the proposed 2001-02 spending level in the May Revision.

LOCAL GOVERNMENT

Major cuts to local government total \$1.1 billion. Of these, \$483.6 million in reductions to counties primarily reduce health and human services programs, particularly county administration of those programs. Additional local government reductions of \$661.5 million hit counties harder than cities. Of these, the single largest reduction is the suspension of state payments to local governments for reimbursable state mandate claims (\$246.1 million); roughly the same amount is cut from public safety programs.

THE REPUBLICAN RESPONSE

The Assembly Republican Caucus objected to the revenue raising provisions contained in the May Revision, but proposed no spending reductions as an alternative to the Governor's proposals (see <http://republican.assembly.ca.gov>). The Senate Republican Caucus similarly objected to the use of strategies such as securitizing tobacco settlement revenues, but proposed no alternatives to Governor's proposals (see <http://republican.sen.ca.gov>). gubernatorial candidate Bill Simon criticized elements of the May Revision, calling for additional spending reductions. Simon has not, however, proposed specific reductions that he believes should be made to balance the budget. A recent CBP paper, *Bill Simon's Proposal To Balance The Budget Raises More Questions Than It Answers*, compares candidate Simon's January plan to that of the Governor.

SENATE, ASSEMBLY RESTORE MANY REDUCTIONS

Both the Senate and Assembly Budget Subcom-



mittees restored funding for:

- Medi-Cal 1931(b) coverage for two-parent working families;
- Rejecting the proposal to reinstitute quarterly status reports for parents coverage by Medi-Cal;
- County administration of Medi-Cal and most social service programs (see above).

In some instances, actions differed between the two houses, leaving the final action up to the Budget Conference Committee. These include:

- Partial restoration of cost-of-living adjustments for CalWORKs and Supplemental Security Income recipients;
- A reduction in funding for county administration of the CalWORKs program;
- Expansion of the Healthy Families Program to low-income parents;
- Requiring copayments for Medi-Cal recipients;
- Elimination of Medi-Cal benefits that are not required by federal law;
- Restoration of funding for juvenile crime prevention programs;
- The state "administrative fee" for the Disproportionate Share Hospital program; and
- Eliminating the property tax shifts for multi-county special districts.

WHAT WOULD THIS MEAN FOR THE FUTURE?

The magnitude of the current gap, coupled with the reliance on one-time measures to bridge the gap, is likely to result in substantial deficits in future years. Earlier this year, the Legislative Analyst's Office (LAO) estimated that the state could face an operating deficit in the range of \$7 billion based on the Governor's January proposal. In reviewing the May Revision, the LAO noted that, "the state still has an underlying budget problem that will have to be dealt with in the following year. The exact size of this problem is difficult to accurately predict at this time, given that it will significantly depend on how strongly the state's economy and revenues perform over the next year. However, we believe that the magnitude of this imbalance could be much larger than what we estimated in February."

WHERE DO THINGS GO FROM HERE?

The Senate and Assembly are slated to take the actions needed to move the budget to conference during the last week of May. The Budget Conference Committee should begin meeting at the beginning of June. Members of this year's Conference Committee have not yet been announced, but will include Assemblymember Jenny Oropeza, Chair of the Assembly Budget Committee, and Senator Steve Peace, Chair of the Senate Budget and Fiscal Review Committee.

CBP REVIEWS BUDGET PROPOSALS

A series of California Budget Project (CBP) papers review policy proposals under consideration as part of this year's budget debate. Recent releases include:

- *Borrowing Against the Future: Is Securitizing California's Tobacco Settlement Revenues The Best Way To Close The Budget Gap?*
- *Governor Davis' Proposed Labor Agency Reorganization Plan*
- *Shifting the Burden on Subsidized Child Care: Will Families Be Able To Afford The Governor's Plan?* (Note: The Governor dropped his child care restructuring proposal as part of the May Revision.)
- *The Civil Service Vacancy Game: Abusive Practices or Underlying Structural Problems?*
- *Governor's Budget Proposes Suspending CalWORKs COLAs.*

These papers are available at www.cbp.org or can be ordered from the CBP.

CONGRESS REAUTHORIZES FOOD STAMP PROGRAM

On May 13, the President signed into law the Farm Bill, which reauthorizes the Food Stamp Program for five years. The Farm Bill, HR 2646, earmarks \$6.4 billion in additional investments for the Food Stamp and other nutrition programs. The Bill restores federal eligibility to certain immigrants, allows food stamp benefits to increase with inflation, allows for transitional benefits for families that leave welfare, and



reforms the way state administration of the program is evaluated.

Immigrant benefit restoration: The act restores federal food stamp eligibility to certain legal immigrants, including adults who have lived in the US continuously for five years, and children and disabled immigrants, regardless of date of entry. California spends over \$100 million in state funds for food stamp benefits for these and other immigrants not currently eligible for federal benefits.

Benefit adjustment: The act increases benefits for large families and allows benefits to rise over time by revising the way they are calculated. The standard deduction, the amount of a family's income that is excluded when determining benefit levels, will vary by household size and be adjusted annually for cost-of-living increases. Currently the standard deduction does not rise over time.

Transitional benefits for families leaving welfare: Under the new act, states may extend transitional food stamp benefits for up to five months to households when they lose TANF cash assistance. Benefits would be frozen at the amount received before leaving welfare, adjusted for the loss of TANF income. California has not yet implemented the current option to extend transitional benefits for up to three months.

Quality control system: The act revises the system that ensures that states correctly determine food stamp benefit levels. Current law imposes penalties each year a state's error rate is above the national average. Under the new law, only those states with high error rates for two consecutive years would face penalties. The federal government has levied a \$116 million penalty this year due to high payment error rates.

The Farm Bill does not include increased benefits for childless, unemployed adults. Under current law they can receive benefits for three months out of any 36 months.

The ten-year total cost of HR 2646 is about \$80 billion, most of which is for subsidies for agricultural commodities.

HOUSE PASSES TANF LEGISLATION

On May 16, the US House of Representatives approved HR 4737, which would implement the primary elements of President Bush's welfare plan, on a largely party-line vote of 229-197. The bill reauthorizes the Temporary Assistance for Needy Families (TANF) block grant, which expires September 30, and makes several major changes to federal welfare policy, including imposing tougher work requirements on welfare recipients. The bill provides \$1 billion in mandatory child care funding over five years, but no additional funding for the TANF block grant. However, the additional child care funding is inadequate to implement the revised work requirements, which the Legislative Analyst's Office estimates would cost \$2.8 billion over five years in California alone.

The bill also includes \$200 million per year for states to promote married, two-parent families; a super-waiver provision that would allow states to better coordinate programs for the poor (while perhaps undermining federal eligibility guidelines and other protections); and an option for states to convert their food stamp programs into block grants.

The Senate will likely take up TANF reauthorization legislation in June. The leadership of the Finance Committee, which has jurisdiction over TANF in the Senate, has expressed interest in drafting bipartisan legislation. In that spirit, a "tripartisan" group of Finance Committee Senators, including Democrats, Republicans and an Independent, released a proposal in early May outlining basic principles. These include increasing the number of TANF recipients required to work, maintaining the current number of hours that recipients must work, increasing child care but not TANF funding, and restoring federal benefits for legal immigrants.

However, a group of Democrats have introduced their own bill, S 2524, which contains stricter work requirements than the bipartisan plan. On the other hand, more liberal Democrats sent a letter to the Finance Committee asking for in-



creased TANF and child care funding while maintaining current work requirements so that states may better serve the hard-to-employ. After the Senate passes a bill, a conference committee will reconcile differences between the House and Senate versions.

A comparison of HR 4737 and other TANF reauthorization proposals is available on the CBP web site at <http://www.cbp.org>.

PRESIDENT TAKES WRONG APPROACH ON WELFARE REAUTHORIZATION

Jean Ross, Executive Director, and Scott Graves, Policy Analyst, California Budget Project

The following op-ed appeared on May 15, 2002 in the San Diego Union-Tribune.

When Congress restructured the federal welfare system in 1996, it gave states substantial flexibility to craft programs aimed at moving welfare recipients into the workforce. California and other states created a diverse set of programs that have helped millions of people increase their skills and education, find jobs, and move off of welfare. Aided by the strong economy of the late 1990s and record low unemployment, the national caseload has declined 56 percent and the California caseload has fallen 46 percent since 1995. While low earnings and persistent poverty among former welfare recipients point to the need for additional work, the record indicates that states have succeeded in getting unprecedented numbers of people into the workforce.

Unfortunately, President Bush learned the wrong lesson from five years of welfare reform. As Congress prepares to reauthorize the Temporary Assistance for Needy Families (TANF) block grant, the President is pushing an inflexible set of work requirements that would limit California's ability to tailor welfare-to-work strategies to local economic conditions and the needs of recipients, including individuals with significant barriers to employment, such as drug addiction or limited English skills. The President's plan was incorporated, with some changes, into HR 4090, introduced in Congress on April 9 by Rep. Wally

Herger (R-Chico).

HR 4090 would require California to steer almost all welfare recipients into a small number of work activities – including unsubsidized jobs, on-the-job training, or community service – or face stiff fiscal penalties. California would have to de-emphasize or even abandon a variety of successful education and training programs that prepare people for stable, well-paying jobs, because such programs will not help the state meet the proposed federal requirements.

There is no research or empirical evidence to support the President's view that a short-term, jobs-first approach is appropriate for everyone. In fact, studies show that welfare programs that use a mix of activities lead to higher earnings and lower welfare payments. The most successful programs allow some people to start with job search while others engage in work-focused education or training and then move into the workforce. Education is a key component of many successful strategies. In California, the median annual earnings of CalWORKs recipients who earned an associate degree with a vocational emphasis increased 100 percent one year after leaving college.

State and local officials are concerned about HR 4090. A recent survey by the National Governors' Association found that 41 states, including California, would have to fundamentally restructure their welfare programs if HR 4090 becomes law. States also expressed concern about the proposal's costs. In areas where the private sector cannot absorb all welfare recipients who need a job, counties will have to administer costly "make-work" programs. Local officials will have to spend more time and money enforcing complex federal rules, leaving less time and resources to help people move into the workforce. And as more recipients engage full time in work activities, the need for subsidized child care will explode, along with the costs to states. The nonpartisan Legislative Analyst's Office estimates that the five-year cost to California of meeting the child care and employment services needs generated by the Bush plan would be \$2.8 billion.



RETURN SERVICE REQUESTED

While HR 4090 promises to drive up costs, it will not provide one additional penny beyond current funding levels to help states operate their welfare-to-work or child care programs through 2007. In California, the CalWORKs program already faces a deficit of several hundred million dollars in fiscal year 2002-03. To close the gap, Governor Davis has proposed limiting funds for employment services, freezing cash grants, and making painful cuts to child care and other services. By imposing costly new requirements while capping federal funding, HR 4090 will compel California to further scale back the very programs that show the greatest promise of success.

Helping people move toward self-sufficiency and improving child well-being is expensive. Califor-

nia needs more money and more flexibility to effectively work with the hard-to-employ and to help families that struggle after leaving welfare. Earnings are low, often less than \$9 per hour, and many families live below the poverty line. Subsidized child care, employment services, and other supports are needed to help current and former recipients increase their skills, overcome barriers, and move toward self-sufficiency.

The Bush/Herger proposal moves welfare reform in the wrong direction. Rather than imposing an unworkable, one-size-fits-all approach, Congress should help states build on their successes, overcome ongoing challenges, and protect vulnerable children by expanding state flexibility and increasing TANF and child care funding.

The California Budget Project (CBP) was founded in 1994 to provide Californians with a source of timely, objective and accessible expertise on state fiscal and economic policy issues. The CBP engages in independent fiscal and policy analysis and public education with the goal of improving public policies affecting the economic and social well-being of low- and middle-income Californians. General operating support for the California Budget Project is provided by foundation grants and individual donations and subscriptions.

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BUDGET IMPACTS ON WORKING FAMILIES' HEALTH



Health Insurance for
Every California Child

Governor Davis' May revision to the budget places the burden of the budget crisis on California's working families. These cuts will have real impacts on their health.

At least 700,000 working parents will forgo health insurance:

- **250,000 working parents will lose Medi-Cal insurance due to intentional roadblocks of red tape:** The Governor's proposal would require families to reapply for coverage four times a year rather than annually as they do now.
- **150,000 working parents will no longer be eligible for Medi-Cal unless they leave their jobs and receive cash assistance.** The Governor's proposal would roll back eligibility, penalizing families who left cash assistance to work.
- **300,000 working parents will have to forgo Healthy Families insurance:** The Governor's proposal would delay covering more uninsured working parents.
- **These families will be uninsured:** With insurance premiums as high as 20 to 60 percent of these families' incomes, insurance will be out of reach.

More eligible children will lose access to health insurance:

- **700,000 eligible children who are uninsured will lose an opportunity to gain coverage at school.** The Governor's proposal would delay "Express Lane Eligibility" to "express enroll" eligible children in the school lunch program.
- **About 1.4 million fewer eligible Californians, including children, will be able to enroll next year.** The Governor's proposal would mean 1,900 fewer eligibility workers to enroll families.
- **Eligible children will receive less assistance in applying and keeping coverage.** The Governor's proposal would close state-funded community and school outreach projects assisting families with enrolling and keeping coverage.
- **Fewer parents eligible will mean fewer eligible children will be enrolled.** As the Governor acknowledges, parents are more likely to enroll their children when they themselves are also eligible.
- **More children will join the already 1.1 million uninsured children eligible for Medi-Cal and Healthy Families health insurance but not enrolled.**

Fewer insured families will mean sicker Californians.

- Recent research shows that the uninsured are more likely to die due to delayed care for health conditions.
- Uninsured children are less likely to receive necessary immunizations and check ups needed for healthy childhood development.
- More working families will join the already 6.2 million uninsured Californians, further straining our health systems.



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CALIFORNIA

• BUDGET PROJECT •

What Would Be The Impact Of Reinstating The 10 And 11 Percent Personal Income Tax Rates?

One option for helping to bridge the state's budget gap would be to reinstate the 10 percent and 11 percent tax rates for high-income Californians. This approach was used in 1991 when the state faced a budget crisis of similar magnitude. The higher rates would add a 10 percent tax rate for single taxpayers with taxable incomes in excess of \$130,000 and married taxpayers with taxable incomes in excess of \$260,000.¹ The 11 percent rate would apply to single taxpayers with taxable incomes of more than \$260,000 and married taxpayers with taxable incomes in excess of \$520,000. The state's alternative minimum tax rate, a rate that applies to taxpayers that claim certain preference items, would also be increased proportionately to 8.5 percent. The state's current top income tax bracket of 9.3 percent applies to taxpayers with taxable incomes in excess of \$37,725 (single) and \$75,450 (married). Reinstatement of the top rates would raise \$3.1 billion in 2002-03, \$3.2 billion in 2003-04, and \$3.5 billion in 2004-05.

How Many Californians Would Be Affected?

Only 2.4 percent of California taxpayers would be affected by the proposed increase. Taxpayers with incomes in the top one percent of California households – with average incomes of \$1,341,700 - would pay more than 95 percent of the increase. The average increase for this group, after taking into account the deductibility of state income taxes for federal tax purposes, would be \$7,674. The average increase for taxpayers in the next 4 percent, with average incomes of \$253,200, would be just \$115 after adjusting for the deductibility of state income taxes.

Top Brackets Have Been Used To Bridge Prior Deficits

The state's top tax rate has exceeded the current maximum for nearly half (33 years) of the years since the state instituted the personal income tax. Former Governor Ronald Reagan signed into law two increases in the top brackets, one in 1967 and again in 1971. Governor Pete Wilson signed a measure adding 10 and 11 percent tax brackets in 1991.

Taxpayers Affected By Top Brackets Received Big Savings From The Federal Tax Package

When fully phased in, last year's federal tax package will provide substantial savings to high-income earners that far exceed the increased state taxes they would pay under the proposed top brackets. The top one percent of California taxpayers will receive a federal tax cut of \$51,717, once the federal reduction is fully phased in. In contrast, reinstating the top tax brackets would increase the average tax bill of the top one percent by \$7,674, after taking into account the deductibility of state income taxes for federal tax purposes. More than a third of the cost of Californian's higher income taxes would be paid by the federal government in the form of higher deductions.

¹ Taxable income excludes income that is not taxed in California, such as Social Security benefits, and is the amount of income remaining after taxpayers subtract the deductions to which they are entitled.

Impact of Raising the Top Income Tax Rates

All California Taxpayers, 2002

2002 Income Group	Low 20% Less Than \$18,000	2nd 20% \$18,000 – \$31,000	Mid 20% \$31,000 – \$50,000	4th 20% \$50,000 – \$84,000	Next 15% \$84,000 – \$179,000	Next 4% \$179,000 – \$649,000	Top 1% \$649,000 – Or More	ADDENDUM: All Taxpayers
Income Range								
Average Income in Group	\$11,600	\$24,600	\$40,000	\$65,100	\$116,800	\$253,200	\$1,341,700	
State Tax Change as a % of Income	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.9%	
Average State Tax Hike	\$ —	\$ —	\$ 0	\$ 0.36	\$ 12.00	\$ 136	\$ 12,438	
% of Total State Tax Increase	—	—	0.0%	0.0%	1.1%	3.2%	95.6%	
% of Taxpayers with State Tax Hike	—	—	—	0.1%	2.7%	20.5%	100.0%	2.4%
Federal Tax Savings as a % of Income	—	—	—	—	—	-0.0%	-0.4%	
Net Federal/State Tax Change as % of Income	—	—	+0.0%	+0.0%	+0.0%	+0.0%	0.6%	
% of State Tax Hike Paid by Feds	—	—	—	—	0.8%	15.5%	38.3%	37.1%
Average Amount of State Tax Hike Paid by Feds					\$0.00	-\$21	-\$4,764	
Average State Tax Hike Net of Fed Savings					\$12	\$115	\$7,674	

Note: The proposal modeled here would add two new top tax brackets to the California personal income tax, including a 10 percent rate on taxable income over \$130,000 for single filers (\$176,950 for heads of household, \$260,000 for joint filers) and an 11 percent rate on taxable income over \$260,000 (\$353,899 for heads of household, \$520,000 for joint filers). The proposal also increases the Alternative Minimum Tax rate to 8.5 percent. This proposal is based on the language contained in SB 1255 (Burton).

SOURCE: *Institute on Taxation and Economic Policy, March 2002*

May 31, 2002

SUPPORT RESTORING THE TOP INCOME TAX BRACKETS

Endorsement Form

To raise the needed revenues to prevent severe state budget cuts to health and other important services, our organization supports restoring the upper income tax brackets to their 1995 levels.

We give permission for our organization's name to be used in press materials as a supporter of increasing the top income tax brackets.

Organization:

Signature

Contact Name

Title

Address

Phone/Fax

E-Mail

Please return to Anthony Wright, Health Access, Phone: 916-442-2308. Fax: 916-497-0921. E-mail: awright@health-access.org or Rebecca Gonzales, California Budget Project, Phone: 916-444-0500. Fax:(916) 444-0172 E-mail: rgonzales@cbp.org

RESTORE THE TOP INCOME TAX BRACKETS TO PRESERVE CRITICAL SERVICES

Endorsers*

*To raise the needed revenues to prevent spending reductions to vital services,
the following organizations support restoring the top income tax brackets.*

AARP California
ACCESS/Women's Health Rights Coalition
American Federation of State, County
& Municipal Employees (AFSCME)
Alta Med Health Care Corporation
Americans for Democratic Action
of Southern California
Asian and Pacific Islander American
Health Forum
Asian Pacific American Legal Center
Asian Pacific Women's Center
Association of California School
Administrators
Berkeley Organizing Congregations
for Action

California Association of Public Hospitals
and Health Systems
California Budget Project
California Center for Public
Health Advocacy
California Child Care Resource and
Referral Network
California Council of Churches
California Conference of Machinists
California Conference Board
of the Amalgamated Transit Union
California Council of Community
Mental Health Agencies
California Federation of Teachers
California Immigrant Welfare Collaborative

California Labor Federation
California NOW (National Organization
for Women)
California Nurses Association
California of Disabilities Rights
California Tax Reform Association
California Teachers Association
California Teamsters Public Affairs Council
California Pan-Ethnic Health Network
California Physicians Alliance
California Primary Care Association

California School Employees Association
California State PTA
California WIC Association
California Women's Agenda
Californians for Justice
Care "R" Us
Chicano Federation of San Diego County
Child Care Law Center
Children Now
Children's Advocacy Institute

Children's Defense Fund – California
Coalition for Humane Immigrant Rights
of Los Angeles (CHIRLA)
Communities Actively Living Independent
and Free (CALIF)
Community Alliance for a Fair Economy
Community Health Councils
Community Rehabilitation Services,
East Los Angeles
Conference of Social Justice Coordinators
of Southern California
Congregations Organizing for Renewal,
South Alameda County
Congress of California Seniors
Consumer Federation of California

Consumers Union
Contra Costa Interfaith Sponsoring
Committee
Council of Asian American Business
Associations
East Bay Alliance for a
Sustainable Economy
Engineers and Scientists of California
Fresno Area Congregations Together
Fresno Local Health Care Coalition
Friends Committee on Legislation
of California
Garment Worker Center
Gray Panthers California

Health Access California
Health Care for All – California
Hotel Employees, Restaurant Employees
International Union
Hollywood Interfaith Sponsoring Committee
Housing California
Human Services Alliance
Inland Congregations United for Change
In Spirit
Instituto Laboral de la Raza
Interfaith Community Organization,
Greater Long Beach Area

JERICO

Kids In Common
Korean Disability Association
of Southern California
Korean Resource Center
Latino Issues Forum
League of Women Voters of California
Lutheran Office of Public Policy - California
Los Angeles Alliance for a New Economy
Los Angeles Coalition to End Hunger
and Homelessness
Maternal and Child Health Access

Mental Health Association in California
Mexican American Legal Defense and
Educational Fund (MALDEF)

National Council of La Raza
National Health Law Program
Neighbor to Neighbor
North San Diego County
Sponsoring Committee

Oakland ACORN
Oakland Community Organizations
Older Women's League
Orange County Congregation Community
Organization

Pacific Institute for Community Organization
California Project (PICO)
Peace and Justice Center
of Sonoma County
Peninsula Interfaith Action
People Acting in Community Together
People and Congregations Together
for Stockton
People United for a Better Oakland
(PUEBLO)
Planned Parenthood Affiliates of California
Portola Healthy Start – Plumas County
Pro-Choice Coalition of Santa Clara County
Progress Foundation

Quality Homecare Coalition, Los Angeles
Resources for Independent Living
Sacramento Area Congregations Together
SAFEPLACE – Americans Against
Domestic Violence
San Diego Organizing Project
San Francisco Organizing Project
San Francisco Bringing Up Healthy Kids
Coalition
San Joaquin Valley Coalition
for Immigrant Rights
Service Employees International Union
Southern California Public Health
Association

Thai Community Development Center
United Farm Workers of America
United Food & Commercial Workers
Region 8 State Council
United Nurses Association of California/
Union of Health Care Professionals
United Teachers of Los Angeles
United Way of Sonoma-Mendocino-Lake
Vote Health
Western Center on Law and Poverty
Women's Economic Agenda Project

** Partial List, updated June 14, 2002*



Children's Fund Citizens' Advisory Committee
NOTICE OF SPECIAL MEETING

AGENDA

Wednesday, July 17, 2002

5:30 – 7:30pm

City Hall, Conference Room 201

PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Dana	Lung
Teresa	Gallegos	Phillip	Powell
Lisa	Gray	Tiffany	Tse
Mary	Harris	Max	Wang

DOCUMENTS DEPARTMENT

JUL 11 2002

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- I. Roll Call and Call to order
- II. Introductions
- III. FY 2002-2003 Budget *discussion item*
- IV. Adjournment *action item*

***Public comment will be taken during each item on the agenda.**

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the #71 Haight/Noriega, 21 Hayes, 19 Polk, the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142.

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Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, August 21, 2002
5:30 - 7:30pm
City Hall, Conference Room 201

Committee Members

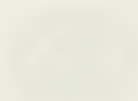
Veronika	Cole	Karen	Leach
Tim	Daniel	Gaylon	Logan
Emily	Dreblow	Dana	Lung
Teresa	Gallegos	Phillip	Powell
Lisa	Gray	Tiffanie	Tse
Mary	Harris	Max	Wang

DOCUMENTS DEPT.

AUG 16 2002

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- I. Roll Call and Call to order
- II. Introductions
- III. Approval of Minutes *action item*
- IV. Conflict of Interest Presentation (20 minutes) *discussion item*
- V. Presentation on the Summer Foods Program (15 minutes) *discussion item*
- VI. Presentation on Additional Funds Process (15 minutes) *discussion item*
- VII. Vote on Officers' Slate (5 minutes) *discussion/action item*
- VIII. Bylaw Amendment Article IV: Officers, Section 1. Amend to read " The Committee shall elect officers from its membership. The officers shall be Co-chairpersons and Co-Vice chairpersons with at least one person being less than 18 years of age and secretary" (5 minutes) *action item*
- IX. Announcements
- X. Adjournment *action item*



[The following text is extremely faint and illegible due to the quality of the scan. It appears to be a multi-paragraph document, possibly a letter or a report, with several lines of text visible across the middle section.]

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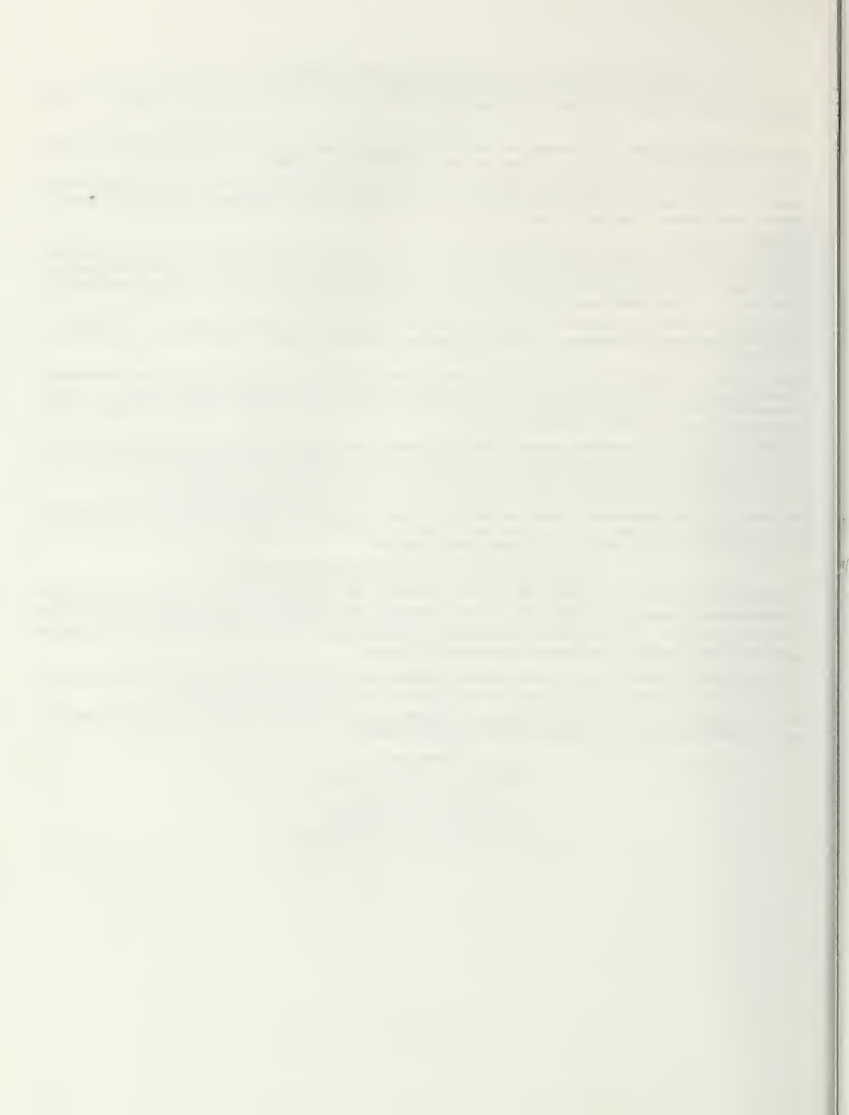
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*San Francisco
Department of Social Services, Public Library*

Children's Fund Citizen's Advisory Committee

**Wednesday, September 18, 2002
City Hall, Conference Room 201**

9/18/02

*Present: Veronika Cole, Tim Daniels, Teresa Gallegos, Mary Harris, Gaylon Logan III,
Dana Lung, Tiffanie Tse*

DOCUMENTS DEPT.

Updates- DCYF

DEC 22 2004

Winna Davis, Director of Programs and Grants, DCYF

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Details the process for the Additional Children's Fund and \$700,000 on reserve with the Mayor's Office due to the lack of clarity on the Governor's budget.

Teresa Gallegos: Is the timeline for the one-time and the ongoing funds the same?

Winna Davis: No, we hope to get the letter out November 4 for the one-time funds. We hope to go through the process very quickly, because of the timeframe for the funding.

Teresa Gallegos: And October's for the ongoing?

Tajel Shah: It will probably take four or five meetings to make those decisions, and they just started.

Winna Davis: Mid- to late October.

Tajel Shah: Honestly, we have to make decisions based on the \$1 million. They're general funds, and the Budget Office is asking for a reserve. We don't know if it's held up and we'll never get it, or if we'll get when the governor signs the budget in January.

Mary Harris: At some point can we write a letter to the mayor?

Tajel Shah: You can certainly write a letter and ask why the \$700,000 is different; and say why it should be released. And maybe mention how many people have already picked up RFPs.

Winna Davis: We still have another week or so for people to pick up RFPs, too.

Public Comment

John Avalos: I have copies of the mayor's memo to city department heads and it's actually a grand total of \$8,600,000. There are several areas that are going to be hit again. Essentially, the mayor has raided the Children's Fund a second time. We cannot allow this to go down again. I really want to appeal the CAC - you guys have a lot of

power. Perhaps DCYF can offer info to the CAC members so they can make a really compelling argument to the Board of Supervisors. Maybe if the department can present something that the CAC can use as ammunition to make their case. Also, I was under the impression that the \$3.1 million was going to be RFP'd, and to me it's a big paradigm shift to think it's different. We're really concerned as well that all the supervisors in the past have picked pet programs, but this time it really came down to the CAC and DCYF guiding funding. We actually think with the new more democratic process it's easier for the mayor to take money. I really hope that you guys can take a strong role in stopping this. There's a hearing on October 2nd at 12:30 with the finance committee. We'll be meeting tomorrow at Coleman to really strategize about that, and Coleman will certainly help lead the fight.

Update – Youth Funding Youth Ideas

Veronika Cole: Basically we took a look at how we were working together as a group and decided we should break up into a working group rather than a rotating membership and separate that out from getting community input. There will still be an opportunity for the public to give input, but we're going to work on a proposal and then present it to the public. We did it because there was so much turnover and we thought that would make more sense.

Community Needs Assessment Presentation

Tajel Shah, Sr. Planner and Policy Analyst, DCYF reviews powerpoint presentation and acknowledges community involvement in the development of the C.N.A such as Adolescent Health Working Group

Dana Lung: So there's an executive summary of the CNA?

Tajel Shah: Yes, there is.

Veronika Cole: Are you incorporating outside data and making it part of this thing too?

Tajel Shah: Those are in the CNA, but not in the PowerPoint-that's just the findings we got from the instruments we designed.

Mary Harris: You would only get that from the families that have left, not the ones that stayed here.

Tajel Shah: I was really excited by people talking about family support. Young people talking about college opportunities was another big thing. I think the findings around wellness are really significant. And I think outreach was a big deal as well. I was really pleased to be part of a community where people were happy about the programs.

Teresa Gallagos: Especially the stuff about exercise, and how kids want more sport programs. You only have to take two years of PE in high school.

Public Comment

Janet Shalwitz, AHWG: Was there any breakdown other than race?

Tajel Shah: There was: we looked at income as well, but we couldn't compare the phone surveys with the others because the brackets weren't the same.

Janet Shalwitz, AHWG: Even if it's not statistically significant, that's still significant because we want to know how to interpret the info and not just look at race.

Tajel Shah: One of the challenges is that we have a lot on each instrument, something like 30 pages. We're going to make that available on the Web, but it's not available yet.

John Avalos, Coleman Advocates for Youth: I guess neighborhoods and communities weren't looked at?

Tajel Shah: It was, but we didn't find as much difference. Even when I looked at, say, the Controller's Office asked parents about safety in their neighborhoods and then we asked parents there wasn't a big difference.

Janet Shalwitz, AHWG: Is there a lot more in the CNA itself?

Tajel Shah: There is: the CNA as it stands is 62 pages. But some will also be available in other places.

Janet Shalwitz, AHWG: What ages were the children?

Tajel Shah: Probably twelve and up. So that's the top level. If you have any advice on how to make it more interesting please let me know.

Janet Shalwitz, AHWG: You were talking about how else to break that down. I think it would be nice if different city departments had snapshots of the info they have on each topic. Take stress for example: here we have this data that is so striking and I would like to see that go to DPH. Or all this info on sports should go to Park and Rec.

Tajel Shah: I do need to think about that. Unfortunately this wasn't ready when we met with all the commissions.

Tajel Shah: The CNA is finished and I'd like to thank Janet for her help. I'm going to walk through the PowerPoint now. We can confidently say a lot because we've talked to 1,000 young people and over 900 parents, and gotten statistical significance. This PowerPoint is a general outline-it's a lot of info, so when you get the final copy of the CNA you can put it all together.

Announcements:

Tajel Shah: And who wants to work with staff on the initiatives.

Tim Daniels: Are there a lot of applications for the open seats?

Tajel Shah: I think just four or five. Though we didn't have a lot, I thought the pool was really good. They all had youth experience, and are in areas we're not as strong in. I thought it was fortuitous.

Tim Daniels: I've actually resigned my position as ED of 7tp (???), and we have a new ED. She's on board and doing great, and Friday's my last day. I had discussed it so it wasn't a big surprise. I'm just planning on taking a couple months off.

Tajel Shah: Congratulations!

Meeting adjourned.



Department of Children, Youth & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, October 16, 2002
5:30 – 7:30pm
City Hall
Conference Room 200

DOCUMENTS DEPT.

DEC 22 2004

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- I. Attendance
- II. Introductions of Committee Members
- III. Public Comment on an items on the agenda
- IV. Updates
- a. DCYF – RFP, Budget Reserves and Status on Open Seats
 - b. Sub-committees – Youth Funding Youth Ideas
 - c. Steering Committee
- V. Youth Employment Presentation – 20 minutes (discussion item)
- VI. January Meeting – (15 minutes) (discussion item)
- VII. Items for next meeting – 10 minutes (discussion/action item)
- VIII. Public Comment
- IX. Announcements – 5 minutes

7.3
1/6/02

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Children's Fund Citizens Advisory Committee
Wednesday, October 16, 2002
City Hall, Conference Room 201

I. Roll Call

Present: Veronika Cole, Tim Daniels, Emily Dreblow, Theresa Gallegos, Mary Harris, Dana Lung, Tiffanie Tse, Max Wang

Absent: Lisa Gray, Karen Leach, Gaylon Logan III, Phillip Powell

DOCUMENTS DEPT.

II. Approval of Last Meeting's Minutes

DEC 2 2 2004

III. Public Comment

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No members of the public offered any comment, and none was taken.

IV. Updates

Cedric Yap: We received 219 applications for over \$12.3 million of requests, with a million for sure to give out. We have an external review process and a couple of CAC members are doing that. Funding decisions probably won't happen until mid- to late November, and by that time we'll have a better picture of funding. So hopefully the \$700,000 will be released but probably the earliest we will know is mid-November. I think they really heard loudly and clearly the need at the Finance Committee to release the \$700,000. DCYF's dollars was just part of \$22 million dollars that the Mayor has put on reserve.

Emily Dreblow: So the notification with the RFP doesn't happen until after that?

Cedric Yap: Depending on what the timing is, we may just let the \$1 million dollar people know. So that's the RFP update, does anyone have any more questions? Did you also want an update on the \$3.1 million in additional funds?

Emily Dreblow: Yes.

Cedric Yap: That's also on track. We pulled together some data internally and are using those as the lenses we look at for augmenting existing contracts, funding highly qualified unfunded proposals, and supporting DCYF initiatives. Those processes are continuing. Senior staff has been meeting, but those decisions won't be made until all three processes have been decided because we really want to look at the trade-offs among those groups.

Tajel Shah: Brenda will hopefully be meeting with the mayor at the end of this week and taking the CAC's recommendations for the open seats. And hopefully by next week we will be able to send out letters to the folks who applied. They've

been really great and really patient. We met and went through a fairly robust process of looking at the makeup of the CAC and what characteristics and opinions were absent. The mayor asked for all the applications to be given to him, he always has. Hopefully, he'll decide within the meeting, but he may get back to us.

Cedric Yap: And there's always the caveat that the mayor sometimes cancels his meetings with Brenda.

Mary Harris: So you did three out of the four. Were all four qualified?

Veronika Cole: I think so.

Mary Harris: So would we keep one of them on standby?

Tajel Shah: I think if there's an open seat we have to go through the whole process again, but they'll definitely be on the list.

Mary Harris: So when do they get picked?

Tajel Shah: Assuming they have a meeting and he looks at it and goes forward, sometime next week.

Mary Harris: So could we meet with them, maybe before a CAC meeting and welcome them to the CAC?

Tajel Shah: That's a really great idea.

Mary Harris: According to the mayor's schedule; but if it works out, that would be great.

Theresa Gallegos: Any more questions?

Tiffanie Tse: Where does the \$3.1 million come from and go to?

Cedric Yap: DCYF is lucky to be the only department that has increased funds in this recessionary time. The \$3.1 million was part of an overall \$7 million. Part of it is money that we had last year and that got split into the one-time RFP and funding Healthy Kids. We also have ongoing funds-that's the 3.1 million. It's all part of the money from the property taxes.

Theresa Gallegos: We have the letter [to the mayor] and we want to pass it around. Next on the agenda is the YFYI subcommittee.

Veronika Cole: The new format is working really well. We're asking people to think about the development so that they're coming to the meetings already with

ideas for structures. The format's working really well, and we're really pushing to have a timeline by January or December. We decided two things: dividing the funding into three sections: one-time funding for more projects, for events. And the third part was initially for an awards program. At this point, we decided that we would have funds for ongoing projects, because if you just give grants on a one time process its hard to have consistent programming. We also tailored the awards program into a fellowship program to allow low-income youth to participate in programs in their neighborhood. So the idea was to provide a stipend for youth who are very involved in programming in their neighborhoods.

Tajel Shah: Does that mean a political appointee who is a youth could apply to get money for their work?

Veronika Cole: That did come up, but I don't think it would be limited to that and we can look at if that would qualify or not.

Theresa Gallegos: Like, for instance, kids who serve on their school-site councils, or other leadership positions.

Veronika Cole: So those were sort of the two side pillars and the middle part for the one-time funding we still have to work on. The big question is how you get money from the Children's Fund out to the community. And we really want to make that accessible, but not lose all your money to agencies and their overhead. I could use some help on that if you want to write me or e-mail me.

Cedric Yap: Was Camille at that meeting?

Veronika Cole: Yes, she was.

Emily Dreblow: You have rules on how much overhead you can take out, right?

Veronika Cole: Yes, but when you have such a small amount even 10 percent to that would mean that it doesn't go that far.

Emily Dreblow: Organizations do have to run, so administratively it does take work. Our admin staff is involved whether it's youth-run or not. And 10 percent is pretty low.

Tajel Shah: Traditionally we allow for 15 percent. The one-time funds is 10 percent.

Veronika Cole: It's just the logistics of trying to make it work, and balance the two.

Cedric Yap: Also, from DCYF's point of view, there's accountability for city funds in how you grant it out. I think it can get worked out and Camille can help you.

Veronika Cole: We would also want to have some kind of advisory board to advise on funding priorities and work on administration of the funds.

Tajel Shah: It sounds like maybe we can spend one meeting where some other program officers or planning folks go over how we set up RFPs and monitor agencies. I don't know what the decision-making process is, but you might want to set that up.

Emily Dreblow: The other thing is if there isn't a conflict of interest and they want to review proposals - that's ok.

Tajel Shah: If there are any committee members that have time I think it would be great for Veronika to have some help. So if people can do that, if other people have some time to work with her and share ideas, that would be very much appreciated.

Theresa Gallegos: Steering Committee?

Veronika Cole: I think we've talked about it.

Cedric Yap: Two-and-a-half years ago it was clear to us that youth employment is a way we contribute to youth development, and we've been hearing from the CNA and the CAC how important that element is. We surveyed over 200 young people that identified as being gang-involved, and the number one thing they said would help them leave the gang is a good job. The city's invested a lot in youth employment, and yet we're still hearing that there are waiting lists and needs. We haven't really integrated with the school district (SFUSD) and the Private Industry Council (PIC). I'm going to turn it over to Glenn. Glenn is funded by PIC, DCYF and SFUSD; and supported in kind from a school partnership. And these are agencies saying we need to look at how to better spend our resources.

Glenn Eagleson: The partnership that Cedric talked about is a group that is now loosely being known as the youth employment coordination project. And they've been meeting for more than two years to really start to look at what each other was doing and at the larger field.

In San Francisco we have a history of playing well together, but not sharing our toys together. And we never pool our money together to go buy a big toy. I've been working in youth employment for 14 or 15 years and we haven't really done this before.

I'm working on just a piece of the work - the resource-mapping project. Some of the work that's happened before was DCYF looking at the youth employment programs that they fund to get a sense of who's being served, how much is being spent. This project is starting to look beyond that.

The purpose of this is to gather data on existing services citywide; identify gaps and overlaps in services; to analyze existing resources, and get a sense of what resources are being put into the community; and finally to identify some strategic areas for enhancement and improvement.

We're really talking about five main funding areas. One: the PIC - they have two main pools, one is direct funding and the second is a youth opportunity grant of roughly \$5-7 million a year for the next five years. There is DCYF and the programs funded through the Children's Fund.

Another partner is SFUSD and the programs they fund. These are like ROP - a trades training program, the academies (travel and tourism, business and finance) and then there's the school district partnership that funds some of the work to support the Pathways. Tied to that they also support and develop a little over 100 internships throughout the year.

And then there's this other big pot - some of that may come through private foundations, the federal government, TANF and money through a couple other different funding streams.

With this mapping initiative we're hoping to start to get a bigger picture. There are a lot of pieces that fit together and overlap - and this is just a piece - there are pieces that have to do with youth development, health and safety. In terms of operating principles, one of the things we have to do is get the foundation for why you want to do this.

Our operating principles are that it lay the foundation for system planning and improvement. Not to necessarily publish a report, but how do you use that info for quality improvement? How do we start to talk about standards on what's a good program for young people?

The second is that we need strong engagement that has a value to the CBO community. We're spending a lot of time engaging them, because we don't want it to be about just monitoring them, but actually using the info to increase capacity.

The third area is that we need a youth voice in the things we're doing. We're starting to partner with Youth IMPACT, YMAC, Youth Vote. We've also met with the Youth Commission and the Young Workers Project, which is a group working on safety

Theresa Gallegos: Who are you partnering with for youth with disabilities? I mean for your youth voice. Because one of the problems is that they come as an adult to the workplace. And if they could get in at more of a planning stage it might be easier for them. Legal Services for Children has a group who works on that, and you might want to get in touch with.

Glenn Eagleson: It's true: The unemployment rate for people without disabilities is like 90 percent. We're still at the formative stages for a lot of this. We're using

the work that DCYF has already done as our template and we're building on that and the lessons they learned. We're also building in some other questions on the WIA-funded area. The federal government has 10 areas that they've identified. We need to have a focus to this mapping project. We're not mapping everything that's out there, but we're just trying to get a snapshot.

The critical questions we hope our piece will answer are: one - what is the current state, a sense of what is the need? And I say a sense of because a lot of what were relying on is historical data, and the work that other groups have done. And then, finally, what is the broader universe? Who are the other players? There are a lot of other programs that don't get funded by the groups that we've talked about.

My last piece is questions for you. For our work, and just some discussion. And one is: are we missing anything? Are there other elements?

Veronika Cole: Are you looking at how many youth are interested in employment?

Glenn Eagleson: We got some of that from Youth Vote. We also asked youth about what kind of experiences they would be interested in – internships, volunteers.

Veronika Cole: Also, are you looking at the types of experience they're getting from it?

Glenn Eagleson: We're not going to get to that level. We need to start that discussion around what we mean by quality. We want to talk about standards and common definitions, and how you determine that. We're hoping that's going to push all these organizations toward that.

Cedric Yap: What employers in the private sector really want to know is what they're getting.

Theresa Gallegos: Though I love employment opportunities for kids who are low-income, we don't give them enough money. If you're trying to take a kid from the gang and pay them \$5.25 an hour when they're making beaucoup dollars, how do you entice them? How do you engage people to get trained?

Cedric Yap: We don't want to give them a false impression of the workplace, but really engage them in thinking about their future and what steps they take to get there.

Theresa Gallegos: We also want to recognize that we want to engage them in a life that's worth living. We need to somehow reconcile that, and say more to them about how much they're worth. We really should be paying them to help us see further into the future. So I always have an issue with how much we pay. Most of them are overcoming huge obstacles and \$100 a week just won't do it.

Glenn Eagleson: A lot of people don't think about the fact that the money we pay them goes to support a family. We looked at MYEEP, and 60 percent of those youth were the sole money-earners in their families.

Tajel Shah: Once you do this sort of snapshot, youth employment is a tactic to do something bigger. Is the bigger thing an intervention, or is it about career orientation? There are different kids you're targeting and different purposes. Once you get the lay of the land you can get a sense of how many of each type there are. I think it's a good conversation to have. The other question I have is - is there info on how many jobs there are in the private sector, the federal sector, the nonprofit sector?

Glenn Eagleson: EPD has existing data on the ages of people working, but it doesn't necessarily get to the capacity issue.

Tajel Shah: I think it's interesting to know what our capacity for youth employment is in the city as a whole. We may hit a threshold and may not know that.

Veronika Cole: So you're talking about jobs that are in a mall or outside of programs.

Tajel Shah: We need to understand if progress is going to happen in the private sector how that is going to happen.

Theresa Gallegos: And what do you consider a youth?

Max Wang: What is the main purpose of these youth employment programs? Are they directed primarily towards kids who are the main source of income or kids in general?

Glenn Eagleson: It's really a mix. A lot of it depends on the age. So maybe for a 14- or 15-year-old it's a preparation program and you want them to still be in school while they're doing it. So you provide some wages, but the purpose is really preparing them to find a good job. Some of the programs for older youth are focused more on a well-paying job.

Max Wang: There are a lot of programs for kids that aren't based on money too. Some kids are looking for money, but most of them are looking for work experience. There are also a lot of programs that are more helpful by giving incentives - things that are more useful than money. For kids, I think money's not the number one thing you should be giving them. I think personally that the main problem with youth employment is advertising and marketing: you don't see anything in high schools promoting youth employment. People really have to search online to find internships.

Glenn Eagleson: That's one of the things we hope to get to when we get to having a full system. Right now it really depends on what school you go to. We really want a system that offers all of that, and the info is out there and easy to access. CBOs want to take this info and create an ongoing database. That's not really where we're trying to get to, but it can feed into a piece of that. So we're trying to figure out how to get our info out there - to Youthline, for example. We're still trying to figure it all out, but we really want to start moving this on within the next six months or so. We could do this kind of research for years.

Emily Dreblow: I'd be interested to know how many young people have interest in the social service field, and what capacity organizations out there have to offer youth internships. A lot of the young women I work with want to give back to their peers but they don't see how to do that.

Glenn Eagleson: Any other questions?

Tim Daniels: Are there any recommendations that come out of this?

Glenn Eagleson: There will be: there will be some recommendations to the immediate folks at the table. In terms of what the partners do with this info, they really have to figure it out. It's really for those partners to say.

Cedric Yap: I really want to hear those recommendations; and a lot of those partners are also a part of the Youth Council, and we really want to help build the capacity of the Youth Council to set city policy. One thing is aligning all our work, and having every agency know what they're accountable for. I certainly want recommendations from this process.

Theresa Gallegos: And are you going to bring those back to us?

Cedric Yap: Yes.

Glenn Eagleson: We hope to present something at the next Allies Dialogue. That was the group that helped design the last mapping project. So we're hoping to present a tool to them in December, and have info to bring back to the partners by January. We've also scheduled a presentation at the Youth Commission in February.

Tim Daniels: Those are DCYF-funded agencies?

Glenn Eagleson: Both. We've also worked with the Youth Employment Commission.

Cedric Yap: So one of the ideas for the \$3.1 million is to do a youth employment conference. So maybe we provide some seed money, and get some from PIC too. That's just an idea.

Tim Daniels: We're there recommendations that came out of the mapping in 2001?

Cedric Yap: Yes, but clearly those were just a small piece of the puzzle. We're uniquely positioned to be a mutual convener. We realized that we really need a broader picture.

Theresa Gallegos: We certainly want to thank you for coming and giving us your time. We look forward to having you come back again, because we'll listen to the recommendations. And we might even listen and do something. It's hard to make recommendations and it's even harder to take them sometimes.

Tajel Shah: As you guys remember we had that nice meeting at DCYF. So we want to do another one of those in January. It will either be the Steering Committee meeting - and we'll invite everyone else to come - or we can convert the full meeting to be that. And that will be the third week in January. I actually think we agreed on it being the full meeting.

Veronika Cole: One factor is the YFYI. We need to present it at the Steering Committee in December and January.

Theresa Gallegos: Wouldn't that be a good place for that?

Veronika Cole: No, I don't think so.

Emily Dreblow: We could move the Steering Committee to the second week of January and have the YFYI at that one.

Theresa Gallegos: But that doesn't work for the whole Steering Committee to do that.

Tajel Shah: So do you want to have the retreat one at the Steering Committee or at the full?

Theresa Gallegos: What date is the first week, the first? So we wouldn't have a meeting then anyway.

Tajel Shah: Should the retreat one be in January, rather than February, so YFYI can make their presentation?

Theresa Gallegos: We haven't decided whether we would have the retreat on the Steering Committee date or the full committee.

Mary Harris: I thought we were going to have the Steering Committee on the 8th and invite the full committee and then have the regular CAC meeting.

Emily Dreblow: It sounds like the YFYI process has a specific timeline, and we don't.

Veronika Cole: Can I make a motion? I move that we hold the Steering Committee the second week of January; the full committee on the third week; and in February, the full committee meeting will be special and will be held at DCYF.

Theresa Gallegos: Is there a second?

Dana Lung seconds.

Mary Harris: Do we want to meet two weeks in a row, or skip a week?

Tajel Shah: The only piece on the third is that you have to special notice the change.

Theresa Gallegos: It's not going to make any difference to me. Is there a conflict?

Dana Lung: The only addendum is that for the January meetings that we will focus on the YFYI.

Theresa Gallegos: All in favor?

None opposed.

Theresa Gallegos: Items for the next full committee meeting?

Emily Dreblow: The usual updates, the RFP process and the additional funds.

Tajel Shah: Can we add the evaluation findings and talk about the allocation plan?

Emily Dreblow: Is grant monitoring then?

Tajel Shah: We have to reschedule that. The evaluation findings are timely because they will have just been given to the CBOs.

Emily Dreblow: Also, we had talked about having someone come and talk about youth-initiated projects.

Tajel Shah: We could do programs and grants then but it seems like it would be too much.

Theresa Gallegos: We need to vote on the December meeting too.

Tajel Shah: If you want to cancel December you should.

Dana Lung: I need a refresher on the evaluation presentation.

Tajel Shah: DCYF evaluated their programs last fiscal year and the evaluation report is ready, so I'm going to present those findings.

Dana Lung: So we'll get that next time?

Emily Dreblow: I move to cancel our December meeting.

Dana Lung seconds.

None opposed.

Theresa Gallegos: It passed unanimously, and my kids voted too. Does anyone else have anything to say, any announcements?

Tajel Shah: I do: There will be a huge December event in the first two weeks of December and we'll be releasing the CNA and the portal, and there will be gifts, and food and performances.

Cedric Yap: And there will be a beautiful photo gallery with kids from our funded programs too.

Veronika Cole: I was just wondering if anyone had a report on the Family Fest?

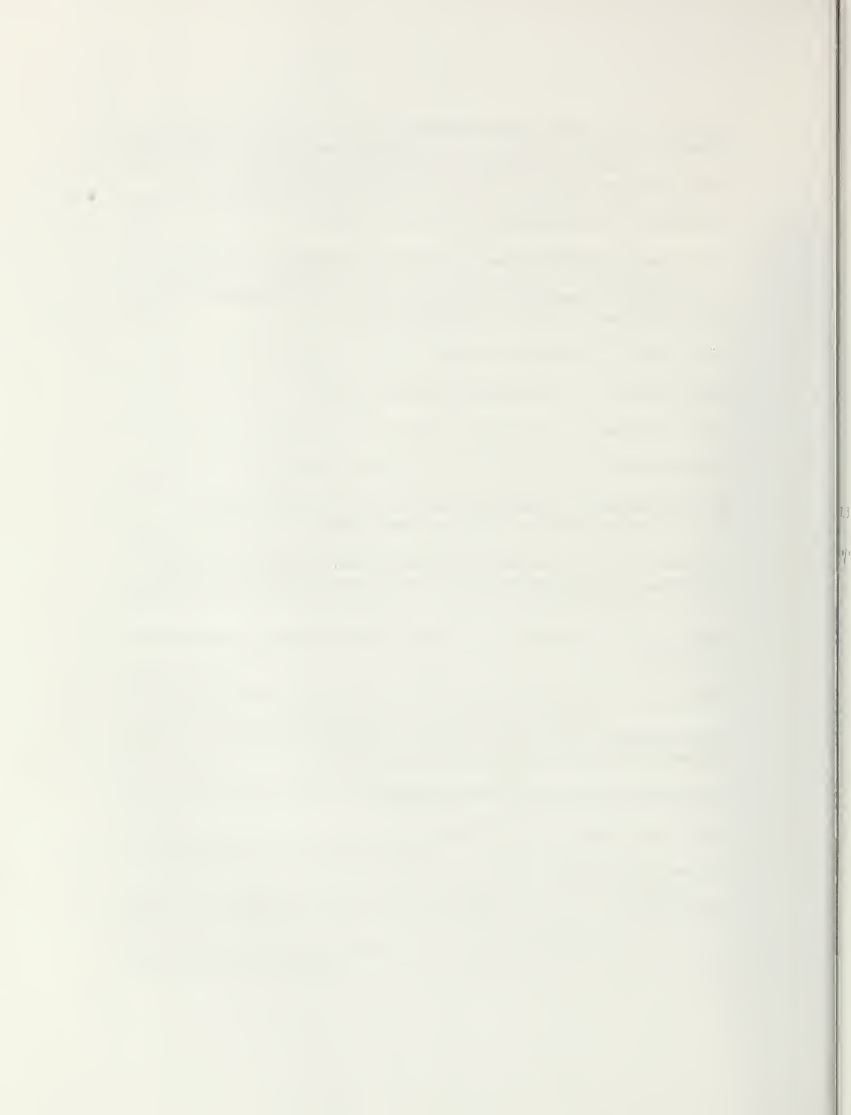
Theresa Gallegos: I lost my kids four times: It was good. There was entertainment all day, everything from hip-hop to opera.

Theresa Gallegos: I ask for a motion to adjourn.

Emily Dreblow makes a motion to adjourn.

Veronika Cole seconds.

None opposed.



San Francisco
Department of Children & Family Services
Children's Fund Citizens Advisory Committee
Wednesday, November 20, 2002
City Hall, Conference Room 201

Roll Call

Present – Veronika Cole, Emily Dreblow, Theresa Gallegos, Lisa Gray, Mary Harris,
Gaylon Logan III, Dana Lung, Tiffanie Tse

Absent: Karen Leach, Philip Powell, Max Wang

Updates

DCYF – update on the budget, the monies on reserve and the status of the open seats

Brenda Lopez: We have made final decisions for the \$3.1 in augmentation and newly-funded agencies from the RFP process for March 2002. We have also made decisions on the \$1 million – and those are on our website. The finance committee met today (Supervisors Maxwell, Daly and Peskin) and put making a decision off for two weeks until we provide them with more information. I got a list of requested information that Sandoval would like to have and I am drafting a letter to address those. His primary concern is meeting needs in District 11. I have a list of about nine different points that he wants details on. It will take a bout six months to gather all of the info he wants and the question is whether they will delay funding for that six months. At the end of our meeting last week I told them I could provide them with a breakdown by district of the \$700,000. I supplied them with that today, but in fact they wanted additional information about the names of agencies that were recommended for funding.

Emily Dreblow: Can you just remind me where District 11 is?

Brenda Lopez: Excelsior, OMI, Lake Merced area.

Tajel Shah: The budget info is in the third document I handed out.

Ken Bukowski: The main thing you need is the draft criteria to use. Last Friday all departments received budget instructions. As part of that we were told to cut 3% from monies coming from the General Fund. We have until December 9 to give them a list of General Fund deductions. We have brainstormed in the office, looking at last year's criteria. Tonight we wanted to get additional input from you on what areas we should look at cutting.

Emily Dreblow: Did they give the reasoning behind that 3% reduction?

Brenda Lopez: We're looking at an ongoing deficit for this year, and \$160 million for next year.

Emily Dreblow: So the mayor may or may not take our recommendations?

Ken Bukowski: Our General Fund budget for next year will be lower because of the cuts we made this year. It will start with \$293,000 less next year.

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Brenda Lopez: There will be additional cuts next year as well.

Theresa Gallegos: Who's funded by the General Fund?

Ken Bukowski: The San Francisco Unified School District for citywide music, CHALK, MYEEP, City Hall day care, Wellness centers, Youthworks, the Excelsior Youth Center, Beacon centers, CARES, HQCCI, the Delinquency Prevention Commission and a few others.

Brenda Lopez: In addition, DCYF admin. includes roughly five people who are paid out of it.

Ken Bukowski: The info is pretty much the same as what you got earlier.

Brenda Lopez: We'll clean up that list and get it to you in the next couple of days.

Theresa Gallegos: We're thinking about doing it where some are cut by a greater percentage than others.

Ken Bukowski: And we can do that through the criteria.

Veronika Cole: Maybe if the looming state deficit impacts any of these programs we should consider that.

Brenda Lopez: We can take that into consideration.

Emily Dreblow: You said earlier that the decision about supplementing grantees with the \$3.1 million has already been taken care of – so that money wouldn't be available for these cuts?

Brenda Lopez: This may throw a wrinkle into that, but the money is two different funds. We have to look at the supplanting issue and abide by the ordinance, of course.

Phillip Powell: What would supplanting mean?

Tajel Shah: Let's say the city was giving an after-school program money and then the city found out that the Children's Fund was giving them money too; then they might try to take that away.

Lisa Gray: Are these criteria listed in order of priority?

Brenda Lopez: No, we will have to look at that. But we got these out because we need to meet the deadline of the 9th.

Lisa Gray: Do you know the percentage or number of programs that might be affected?

Tajel Shah: We did do some of that work last year so we can look at that. There were questions of leveraging where if we took away a dollar we might actually lose two or three.

Brenda Lopez: We've got some work to do in the next few weeks to get all of that info.

Emily Dreblow: On number three, I would just maybe add some of the community input we got over the summer, as well as the work that the two CAC members did with you.

Brenda Lopez: We can expand that to include all of the public comment.

Theresa Gallegos: When you say identify services that may be funded by other sources, do you mean like Prop. 10 money?

Brenda Lopez: Yes, and state and federal too.

Mary Harris: Is there any way the money that we haven't taken out yet [for the one-time funds] could be used for this?

Brenda Lopez: Most of it would be supplantation and so we couldn't do that. If that issue wasn't a problem then we could do that. We might find one program that might fit those criteria though.

Lisa Gray: Can you clarify number six?

Brenda Lopez: The ones that are new and not yet implemented might be cut, versus trying to stop something that's already up and running.

Mary Harris: What about the \$700,000? We haven't given it out yet, so why can't we just use that instead of cutting services?

Brenda Lopez: If you want to fight with the Board about that, it seems logical to me. But you have to factor in that that is only one-time funding.

Tajel Shah: Right now the Board said that the \$700,000 would be one time, but there was the possibility that it might be added back in other years.

Mary Harris: I'd like to make a motion that we draft a letter to the Board asking them to take the cuts out of the \$700,000.

Veronika Cole seconds.

Emily Dreblow: I have one comment: What about reducing some of the costs to DCYF instead of money that is supposed to go right to the programs that are in critical need. Maybe part of that would come out of the \$700,000, but not all of it should.

Lisa Gray: If we advocate for the use of the \$700,000, what happens to groups that you already put forward for recommendations?

Brenda Lopez: No names have been released. No dollar amounts have been announced. If in fact the Board agreed to that we would have to re-look at the list and see how can we reduce that.

Veronika Cole: If we were to advocate for that, could a portion be taken out of the \$700,000 and a portion taken out in the other ways were discussing?

Brenda Lopez: It could be whatever you guys decide. I think you should come up with the dollar amount you want to take out before approaching the Board.

Theresa Gallegos: This is money that would fund CBOs anyway, so I think we need to look at that. It's still General Fund dollars so that money would have to come from CBOs.

Veronika Cole: Proportional might be good too, because with the one-time funds it could go to capital expenses and that's something that agencies have a hard time getting funding for.

Emily Dreblow: I just want to remind folks that there are \$12 million in requests for that \$1.7 million and I just don't want to see the 3% fall on the backs of the nonprofit community. I just want DCYF to take a look at the cuts they could make as well.

Theresa Gallegos: So what proportion would you consider to be reasonable?

Emily Dreblow: I don't want to make that call because I don't feel I have the knowledge to do that.

Tiffanie Tse: So was the \$700,000 for new programs?

Tajel Shah: Those were one-time grants for capital expenses like equipment, supplies.

Theresa Gallegos: Do we have an amendment?

Emily Dreblow: How about \$100,000 coming from the \$700,000 and the rest from other cuts?

Lisa Gray: Can't we just say a portion?

Theresa Gallegos: Do we want to put that decision in their hands?

Veronika Cole: I will make an amendment. I'd like to amend it to say that we draft a letter to the Board of Supervisors recommending that \$125,000 of the 3% in cuts should come from the \$700,000 in one-time funds currently on reserve.

Dana Lung seconds the amendment. Three members are in favor, four are opposed. The motion fails.

Lisa Gray: In the same vein as number six: can we look at those services that may be close to terminating?

Brenda Lopez: Since they are funded for the entire fiscal year, I'm not sure what you mean by that.

Lisa Gray: Programs that might be coming to a close, not continuing.

Brenda Lopez: None come to mind, but we can look at that.

Theresa Gallegos: Are there any more priorities? No.

Lisa Gray: I hesitate to suggest priorities for them.

Emily Dreblow: I don't see anything on here about looking at the department's costs.

Brenda Lopez: Implicit in number one is the department: our ability to do our work and our ability to monitor contracts, things like that. Would you like to make it explicit?

Emily Dreblow: I think it would be helpful to make that another item that is explicit – that the department will look cutting admin. costs as part of the 3%.

Theresa Gallegos: I think the one expectation is that no CBO will take a bigger cut than DCYF, and I think that's a fair way to look at it.

Mary Harris: I think we've heard from the public that that should always be a consideration.

Lisa Gray: My question is about the criteria you will use for the upcoming year.

Brenda Lopez: This would be the basis of our going forward, but if there's other information we will also consider that.

Mary Harris: Having just done this exercise with another group it was surprising to me that two organizations actually volunteered to take a cut.

Brenda Lopez: We will definitely put that feeler out. We definitely have no problem with asking that question. Also, I got questions today related to the four applicants, so I forwarded the answers to those to the Mayor's Office and I am awaiting a decision.

Mary Harris: And he is aware that it's hard to meet quorum?

Brenda Lopez: He has been made aware, but there is no timeline.

Theresa Gallegos: If we can further help by writing a letter, we will.

Sub-committees presentation – Youth Funding Youth Ideas

Veronika Cole: I'll be brief. At YFYI we've been hard at work and we have a model that we're hoping to be able to present to the CAC. That involves a model of funding up to three CBOs who would then fund youth grantees. There's also a thought about providing funding for youth who wouldn't be able to participate. At the Steering Committee meeting we talked about ideas on when we would present to the CAC but we haven't made a decision.

Evaluation Presentation – presented by Pat Vinh-Thomas of DCYF

Theresa Gallegos: I want to apologize to our presenters, we were hit with the news about having to make some cuts, and we don't want to do that. So things are running a little late.

Tajel Shah: I just want to introduce Pat Vinh-Thomas who will talk about our evaluation. The reports are on the table.

Pat Vinh-Thomas: I don't know how much you remember about the evaluation, but we're really excited to share our results with you and we'd love to hear any input you have. The actual report is on the table and if you need any more copies just contact me. *She goes through the PowerPoint presentation.*

Youth Leadership Institute presentation on youth-initiated projects program (YIP)

Khin Mae-Aung: My name is Khin Mae-Aung and were here to talk to you about the way we run our youth-initiated projects program and tell you a little bit about our program selection. With that I will turn it over.

Sophia: We start off by outreaching to youth in San Francisco, at our school or at a community center. We have an applicant workshop on a certain date and they come and we tell them about what YIP is and how we can help them. We encourage all of the groups that come to network with each other and see if they can work together. We give them a take-home workbook, and then they can get applications from us. They turn the application in by a certain deadline and then we do presentations. We make sure that there is no conflict of interest and then we make a decision about who we're going to fund. We notify the groups and then the funded groups come to an orientation and we encourage any groups who didn't have funding to come back because they will get priority over groups that aren't funded in the next round. Sometimes they're funded for the full amount they ask for, and if not we help them leverage other opportunities. They carry out their projects and then we bring all the groups back together for one last time, and we do a little evaluation and celebrate.

Adam: We train board members on how to go out to groups and talk to applicants. We get trained in each and every step. Every week we meet and get training in how to facilitate a group, and go through all that we have to do. We also have action planning training because we have to know as a group the steps to go through to make a decision. There are certain criteria we have to follow to make a decision. Kind of the meat of what we do at YIP is the proposal evaluations. We get trained on how to deal with that, how to give the money out evenly. We get trained on how to get to consensus.

Eugene: I first got to know YIP when my group ACT1 applied for a grant. We didn't qualify at first, but then we applied again in the spring of 2002 and we got funded. We went to the orientation and got to know the other groups. It felt great to be a part of the groups that are funded by YIP and to know that we have support from the other groups too.

Molly: I got involved first when I applied with my group. Through the money we got we were able to host a gay pride week at my school. It's totally youth-run. The youth are the ones who do the decision-making for who goes on the Board.

Alejandra: After reading the proposals we make sure we have the facts straight, we aren't assuming anything and then we go over the guidelines. We go over the guidelines and make sure the project fits them. If it doesn't fully fit the guidelines we try to find ways where they could fit so we can fund them in the next cycle. As a group, we identify if we agree or disagree to fund the group. If there's any disagreement we discuss that. If it comes to a point where we're not sure we go back and look at the project and try to come to a yes or no. We do that process for all of our groups.

Molly: We want to fund everybody.

Alejandra: It's difficult because there are some areas where they need improvement and it's hard to figure out what they could do to be a better project.

Veronika Cole: How do you decide which proposals are the most important if you have more proposals than money to give out?

Alejandra: If the project fits the guidelines and is a good project we'll try to split the budgets up so they can all get funded.

Teresa Gallegos: How do you ensure that neighborhood, district and other representations count?

Kenji: I'm the program coordinator. There are a number of ways. A lot of it comes down to outreach. A lot of it comes down to can we reach them and get them involved and get a project together. We have a broad diversity among the groups that apply to YIP. They break down almost 25% by Asian Pacific Islander, Latino, African-American and white. We've probably had the most response from the Mission and Bayview, but we've been getting more from outlying areas like the Sunset. We have a youth outreach worker who is employed on an hourly basis to do nothing but outreach to other youth groups. Some of the other things are that the process is fairly intensive. We really try to make the process not intimidating though. They're always offered help and assistance. We try to make it really clear that we want people to apply, want their project to be successful. One of the other things that we've found is that creating opportunities for groups to come together means they start to collaborate. It's a chance for folks to get a little bit broader perspective.

Theresa Gallegos: How do you determine the underserved communities? And do you have a TTY in your office?

Kenji: Generally we try to do that through outreach. We do not have a TTY.

Theresa Gallegos: I ask that question because about 11% of youth have disabilities in the city

Kenji: That's something that we think about but haven't determined a strategy. We try to reach out to youth who interact with other systems like foster care, the justice system. Generally, a young person is considered to be 12-23, so that young people who don't fit the 18 and under can still contribute. Demand is pretty much overwhelming. Lately things have been getting significantly more steep. In our spring round we had 40 applicants requesting \$200,000 with only \$70,000 to give out. Of the 40, we funded 23. This year we had 54 groups show up at the applicant just to show interest. And we don't have \$70,000 this year; we have \$60,000 this year. We've really tried to provide as diverse a funding as possible. We meet every Wednesday at 5:30 to about 6:30 or 7.

Teresa Gallegos: Are you compensated? Like with a stipend, a Fast Pass, food?

Sophia: They do, and they feed us dinner sometimes.

Kenji: This year we made an intentional choice to shift the time and intensity that we ask of Board members. We've basically integrated training into the meetings. But when the cycle hits, it hits; and we'll spend maybe two and a half hours or meet twice a week. Folks are stipended for their time. The stipend is \$525 for a school year.

Veronika Cole: Do you do grants for summer programs?

Kenji: Yes. Our spring cycle is generally focused on programs that happen over the summer and into the fall. We also have a rolling mini-grant, like \$500, specifically for program materials and supplies and programs that might not be ready to tackle a full grant yet. In terms of the male-female ratio a lot of that has to do with the groups that are interested. A lot of the reason you see the 60-40 is because of the split of groups themselves.

Theresa Gallegos: How much staff support money does it take to give out that \$70,000?

Kenji: You can give out \$40,000 on a shoestring budget, but what happens with that money? I probably devote 70% of my time to this program, so let's say one full-time person just for this. The youth outreach worker, who's half time, and an intern who spends 15-20 hours. And then we have another person who focuses on curriculum and produces our outreach materials. A lot of it has to do with the fact that the money isn't necessarily the biggest component; it's not the whole ball of wax.

Theresa Gallegos: That gives me some clue.

Lisa Gray: Where do you get your funding?

Kenji: DCYF, and in the past we've gotten funding from some other foundations.

Khin Mae-Aung: I just want to say thank you for having us.

Theresa Gallegos: We thank you. I just want to make a request that you ask anyone who's served on the Board to let us know so that we can thank you publicly. And we want to invite you back.

CNA resolution (action item)

Tajel Shah: They have a resolution that's much shorter, so we'll just let them know that you passed this one.

Lisa Gray moves to adopt the CAC resolution as presented. Mary Harris seconds. All in favor.

Allocation Plan update

Tajel Shah: I have one more thing; I'm just going to hand it out. You all got a memo about the allocation plan and I just want to give you a copy of the letters that went to all of the relevant budget directors. The presentation is in here and the process and everything is outlined.

Lisa Gray moves to adjourn the meeting. Dana Lung seconds. All in favor





Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, January 15, 2003
5:30 – 7:30pm
City Hall
Room 34 – Lower Level

- I. Attendance
- II. Introductions of Committee Members
- III. Approval of Minutes from November full Committee meeting
- IV. Presentation on Youth Funding Youth Ideas (discussion/action item)
 - a. Public Comment on presentation
 - b. Committee member questions and answers on Youth Funding Youth Ideas
- V. Fiscal Year 2003 – 2004 Budget (discussion/action item)
- VI. Update on Children's Services Allocation Plan (discussion item)
- VII. February Meeting – (15 minutes) (discussion/action item)
- VIII. Announcements – 5 minutes
- IX. Adjournment

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Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, February 19, 2003

5:00 – 7:30pm

City Hall

Room 34 – Lower Level

PLEASE NOTE SPECIAL TIME

5:00pm Reception to thank Youth Funding Youth Ideas Working Group and welcome new members

- I. Attendance
- II. Introductions of New Committee Members
- III. Approval of Minutes from January full Committee meeting (action item)
- IV. Discussion on Children's Fund (discussion/action item)
 - a. Facilitated discussion on budget items
 - b. Public Comment
- V. Update on General Fund (discussion/action item)
- VI. Recommendation to DCYF re: Youth Funding Youth Ideas (discussion/action item)
 - a. Public Comment
- VII. Announcements – 5 minutes
- VIII. Adjournment

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Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, February 19, 2003

5:30 – 7:30 p.m.

City Hall

Room 34 – Lower Level

I. Attendance

Roll call: Tiffanie Tse, Max Wang, Theresa Gallegos, Veronika Cole, Mary Harris, Emily Dreblow, Gaylon Logan III, Nick DeLuca, John Avalos, Anisha Desai

Absence: Lisa Gray, Philip Powell, Tim Daniels

II. Introductions of Committee Members

III. Approval of Minutes from January full Committee meeting

- *Veronika Cole excused herself from the budget discussion at the last meeting of the full committee, and moves to amend the minutes to reflect that.*

IV. Discussion on Children's Fund (discussion/action item)

a. Facilitated discussion on budget items

Kenneth Bukowski: See attach memo for details on budget instruction

Veronika Cole removed herself from the discussion.

Committee Questions:

Veronika Cole: What's the cost rental?

Kenneth Bukowski: That's for the 9th floor space at Fox Plaza, \$16,000 is for Xerox machines.

Gaylon Logan, III: I see the number of programs go up every year: does the funding increase?

Kenneth Bukowski: We continue giving out more grants every year.

Theresa Gallegos: What's the average caseload for program officers?

Winna Davis (*DCYF Director of Programs and Grants*): We have eight program officers; they average from 25-30 grants. They work with whatever agencies they're assigned around overall workplans. Once that's taken care of then they go out and review. They have two official program visits and two fiscal visits. They're closing out the last year while starting with the new programs. In addition to all the troubleshooting they do, they take a look at their accounting books, review their invoices on a monthly basis. They also work with the CBOs on evaluation, and implementing our new CMS system. We're now rolling out an organizational development project and program officers play a key role in that.

Mary Harris: Last time, someone testified that he thought the salaries were around \$87-88,000. I just wanted everyone to know that when DCYF broke it down they said the average salary was \$69,553, so it's actually lower than that. And that's based on the Department of Human Resources, so I think the record should show that so you know that that was accounted for in here, and that DCYF doesn't set salaries.

John Avalos: What is the immediacy of approving this today rather than next time?

Tajel Shah: The budget is due Friday.

Public comment is taken

Aumijo Gomez (*San Francisco YouthWorks Director*): I want to go on record making sure that the CAC knows that our program is uniquely vulnerable. We get most of our funding from city departments, so cuts from DCYF and other departments could potentially seriously harm our program. I'm not advocating cutting anyone else over us.

Sharonda Westry (*San Francisco YouthWorks Intern*): My comment is just to let you know I've gained so much experience in working for YouthWorks. I'm interested in becoming an attorney, and YouthWorks has given me so much experience. A lot of kids don't know what to do when they're called in for an interview, but at our orientation they showed us how to dress appropriately for an interview, how to answer the phones. So keep YouthWorks, don't cut us.

Jenna Liang (*San Francisco YouthWorks Intern*): Our program really can't afford a city cut because I know a lot of friends who want a job and they can't get in the program. This program is very beneficial because if they can't get a job, they can start here. YouthWorks is a really productive program, gives kids something to do after school instead of sitting at home watching TV. You develop a lot of skills that you can use in the future.

Caroline Vance (*SF CARES Program Director*): I'm the program director for SF CARES. Somebody had just asked about the program officers at DCYF. Our program officer is Regina Ureta and she's just wonderful, just so you know. She knows the program and she attends our committee meetings so she certainly earns her pay. On behalf of CARES, and the Family Child Care Association, and all of the teachers and providers, we want to thank you for really listening to the concerns around the CARES budget cut.

Natatie Brutto (*Wages+ Family Child Care*): I work with CPAC, and I also want to say thank you for listening to providers and the families that we serve. I apologize if you've already answered this, but I had asked a question about the child care coordinator position and I'm wondering if it will be filled?

Theresa Gallegos: That is something we can answer after public comment, we just can't have answers during public comment.

Sandy Tang (*Mayor's Youth Employment and Education Program [MYEEP]*): I was here the first time and I talked about what MYEEP provides, but I just want to cover the importance of having youth jobs. MYEEP takes in hundreds of applications, so having opportunities, and having hundreds of youth have these opportunities to work is really beneficial. Once you get out there you don't have a second chance to learn how to resolve conflicts with employees or your boss. Having MYEEP helps you learn what you want to do. Getting

the opportunity to experience the job world in a comfortable and friendly experience is what MYEEP can provide.

Jon Osaki (*Japanese Community Youth Council [JCYC]*): I really appreciate all your efforts to try and preserve programs. I'm glad for that at least. I would encourage you to get clarification on one item, though, because there's been a little clarity around the ability of departments to roll over savings.

Joy (*Mayor's Youth Employment and Education Program [MYEEP] Intern*): I'm also with MYEEP. I've been in the program for about two-and-a-half years, and I want to tell you the benefits besides jobs. The great thing about MYEEP is that it's all over San Francisco so it really affects a lot of students. It's not just jobs: it focuses on careers.

Larry Berry (*Mayor's Youth Employment and Education Program [MYEEP] Intern*): I'm also from MYEEP. It's way more than just jobs: it does things like leadership training, skills training and things we're all going to need one day. I've been in the program for four years, and I'm still learning stuff.

Claudia Siegman (*Child Care Facilities Fund [CCFF]*): I'm with CCFF, and I just wanted to give you a quick summary of what we do. We're a public-private partnership, 50-50. We work exclusively with low-income providers. We do grant-making, technical assistance, business training – that's especially important because they [child care providers] operate on such a low margin. The bulk of our money actually goes into capital improvements. Our other funding sources are really under attack as well.

Joe Wilson (*Coleman Advocates for Children and Youth*): I'm passing out a letter to the CAC, and you've actually answered a couple of questions already. The general theme is the absence of specificity in the budget document. You have improved on that since the last meeting. One recommendation is that the CAC members themselves participate in the mandatory budget discussion, hopefully with the Youth Commission. I think you want to work with the Mayor's Budget Office and the Controller's Office. It's extremely difficult to make decisions without information. The third piece is continuing concerns around evaluation – I think you want to engage the Youth Commission in that, especially since one of those areas is youth development. The other point is borrowing some of the best of what other departments do in the substance and form of their budget documents. The Health Department, for example, gives too much info.

Claudia Jasin (*Jamestown Community Center*): I want to commend the CAC for all the hard work they've done, and call upon you all to look at the General Fund cuts coming from the addbacks. I want the CAC to really keep an eye on that, because how do we decide who gets cut? We're looking at \$263,000 – but we don't know how, who, or when.

Additional public comment from speaker's cards:

[Zohra Sayeed (*YouthWorks*): YouthWorks has helped me gain experience. YouthWorks has been really helping us plan for our future. This program has taught me many things at my job work site and outside it too. We need programs like this to help us youths move forward in life.

Cheryl Quan (*Youth Works*): Youthworks has helped me gain experience working in an office and out of an office working with other youths. YouthWorks has also helped me to be more outgoing and has helped me decide what I want to do in an office. The youth need a program like YouthWorks.]

V. Update on General Fund (discussion/action item)

Kenneth Bukowski: See attach memo for details on budget instruction

Theresa Gallegos: Nick and myself had a very productive meeting at DCYF yesterday. One thing might be to establish a budget committee, so we have monthly meetings that allow a planning process and a process that would include having public comment like this on one specific item.

Theresa Gallegos: I would also entertain a motion to approve the General Fund.

Emily Dreblow makes a motion to pass the GF contingency plan.

Mary Harris seconds.

All in favor, Veronika Cole abstains.

VI. Recommendation to DCYF re: Youth Funding Youth Ideas (discussion/action item)

Veronika Cole: I've drafted a resolution that's basically our response to the presentation.
She reads the proposed resolution.

Committee Questions:

Nick DeLuca: Wasn't there some talk around whether this was going to be done as a pilot program?

Veronika Cole: I think there are a number of things still on the table that need to be discussed, and I think that's one. I think there will be a planning part and then a pilot part.

Nick DeLuca: So what does this mean if we pass this?

Theresa Gallegos: So would the subcommittee be the place to resolve those?

John Avalos: I have a question about whether DCYF has issues that they still want to resolve.

Camille Wise (DCYF Planner and Summer Food Coordinator): The way I've been thinking about it is that what were going to do first is try to make the proposal work and not pick it apart. We take the proposal first, take all of the recommendations that this group has worked on so hard and try to make that work first. If there's some reason why we can't make that work, then let's slightly tweak that. There was nothing that said we had to have a community process, but we wanted to so if we come across something that won't work, well give you justifications for that. We'll do as many minor modifications as possible.

John Avalos: So the subcommittee will be addressing the totality of all youth-initiated project funds?

John Kennedy: Just the 3%.

Theresa Gallegos: My question to the Youth Commission is do you think there's support to jointly appoint the one community person?

Colleen Montoya (Youth Commission): I don't think the Commission would be too concerned about that. I think the other way to get around whether they have to be members is to say: "representatives appointed by" instead of "members of," so you can get around

Public comment is taken

N'Tanya Lee (Coleman Advocates for Children and Youth): I'm a member of the working group. I wanted to say thank you for your support of our proposal, and I guess I just wanted to say one general thing: I think I didn't really get the chance to say that I've seen what happens when you empower young people to make really important decisions. It's a very exciting and very powerful process that happens. I don't want us to lose

sight of the big picture, which is putting a million dollars into the hands of young people. This has a lot of power because, unlike adults, young people often get it right the first time. I think one of the things that's not addressed in here is whether the full 3% going to be used on this proposal. I think there are a lot of technical issues that can be resolved after this. If YouthSpace and Youth IMPACT are counted in this, then there's several hundred thousand less, and that could dramatically alter this proposal. So I don't think that's a small detail, and if that's something that's seriously on the proposal I think you need to talk about that. I would also like to request a follow-up hearing.

Colleen Montoya: I want to thank you for the great reception and the very thoughtful response you're putting into the proposal. In terms of the details I think it looks great. Obviously there are outstanding issues: one is the issue of staffing of the subcommittee. I just want to offer myself up in terms of follow up and anything I can do to work out those details and bring in the Youth Commission. I feel very confident that the Youth Commission will be supportive of this overall.

VII. Announcements -5 minutes

No announcements

VIII. Adjournment

Dana Lung motions to adjourn the meeting.

Gaylon Logan III seconds.

All are in favor.

Meeting adjourned.



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MAR 28 2003

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Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, March 5, 2003

5:30 – 7:30 p.m.

Department of Children Youth and Their Families
1390 Market Street, Suite 900
Conference Room

I. Attendance

Roll call: Veronika Cole-Vice Chair, Teresa Gallegos-Co Chair, Emily Dreblow-Secretary, Mary Harris-Member
Absent: Lisa Gray (excused) Gaylon Logan III (unexcused)

II. Announcements

Lisa Gray is out ill. Teresa and Tajel will send her a get-well card on the committee's behalf

III. Introductions of Committee Members

New DCYF Grant officer Michael Leo

IV. Approval of Minutes from February full Committee meeting

V. Update on Children's Service Allocation Plan (discussion item)

Discussion:

- DCYF is leading the development of the Children's Service Allocation Plan (CSAP)
- Have the 1st draft of the Children's Service Allocation Plan by April to the CAC Committee
- Ultimate Goal: Have the final CSAP completed sometime in August
- Represent citywide financial commitment to children ages 0-17
- Children's Allocation Plan data collection is web based application
- The document will be a few pages with the looks of the Citizen Needs Assessment (organized by theme/program name and dollar amount) snapshots

- This document will help show gaps of services.
- The request to the city departments are:
 - The program descriptions
 - The budgeted amount
 - Budget Allocation
 - Demographics
- Demographics maybe the weakest section due to a lot of departments do not collect this type of information
- There is buying-in with the private funders. Private funders will use the document to begin mapping of their funds.

Discussion and development of March Agenda

Suggested that DCYF send out a survey to members regarding their experience on the CAC. The survey should examine successes, ways to improve and areas of interest.

Based on that feedback, Tajel will develop an agenda

Discussion on usage of resolution and motions

Discussed the purpose of a resolution and motion. To clarify a resolution is a non-binding policy statement whereas motions are actions.

Meeting Adjourned



Department of Child Welfare Youth & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, March 19, 2003

5:30 – 7:30pm

1390 Market St. Suite 900 Conference Room

Notice of Special Meeting

Committee Members

John Avalos
Veronika Cole
Tim Daniel
Nick Deluca
Anisha Desai
Emily Dreblow
Teresa Gallegos
Lisa Gray
Mary Harris

Gaylon Logan III
Dana Lung
Phillip Powell
Tiffanie Tse
Max Wang

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- I. Roll Call and Call to order
- II. Approval of Minutes *action item*
- III. Review of past successes *discussion item*
- IV. Discussion/brainstorm for future projects/foci for CFCAC *action/discussion item*
- V. Recommendations for improvements *action/discussion item*
- VI. Establishment of a Budget sub-committee *action/discussion item*
- VII. Next Steps *discussion/action item*
- VIII. Announcements
- IX. Adjournment *action item*

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Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, March 19, 2003

5:30 – 7:30 p.m.

Full Committee Meeting

Department of Children Youth and Their Families

1390 Market Street, Suite 900

Conference Room

I. Attendance

Roll call: Veronika Cole-Vice Chair, Teresa Gallegos-Co Chair, Mary Harris-Member, Tiffanie Tse, Nick Delucas, Lisa Gray, Gaylon Logan III, Tim Daniels

DCYF Staff: Brenda Lopez, Tajel Shah, Ken Bukowski, Michael Leo, and Laura Moye

Note Taker: Kahala Drain

II. Approval of Minutes (action item)

Dana Lung was present at the February 19th CAC Full committee meeting, John Avalos makes a motion to move the resolution forward with the changes on the appointments to three from the CAC, three from the Youth Commission, one jointly. Mary Harris seconds. Theresa Gallegos makes a friendly motion to take out the language around the youth fellowship program or to change the language. Moves to amend the minutes reflect that.

III. Review of past successes (discussion item)

Discussion:

The CAC Steering committee developed the questionnaire/survey. Tajel distributed the outcomes and response to the Questionnaire/Survey for CFCAC. The table reviewed the Past Success and accomplishments.

Past Successes:

- Community Meeting for the CNA
- Development recommendations/ideas for Youth Funding and Youth Ideas
- Helping to get through this budget with out budget cuts
- Input into the budget process hosting community forums relevant to the DCYF and General Fund budget replace inactive members with new members

- Developing one time grants RFP
- Community meetings
- Soliciting and hearing community input above and beyond CNA Process
- Assisting staff with development of criteria for grants
- Developing criteria for budget cuts
- Consistent representation in steering committee levels of participation good; i.e. RFP reading
- Bylaws

VI. Discussion/brainstorm for future projects/foci for CFCAC (action/discussion item)

Discussion: Brainstorm future project/foci for the CFCAC.

1) SFUSD

San Francisco Unified School District collaboration and coordination programming

- How can the city help the USFSD
- Transportation stops at the age 5. Have a further discussion on transportation for sixth grades (MUNI)
- Explore building usage. Beacon building are public access and should be used for the good of the community and after school hours
- Funds for the Music and Art programs may be eliminated
- CDC transportation isn't cost effective
- Mult/Bilingual Ed is very essential to the community
- Parent Involvement, Title I dollars
- Sports and Recreation, Physical Ed activities
- Assisting in organization for long term longevity and sustainability
- Family sufficiency
- Nutrition - Wellness working group
- Infrastructure in San Francisco to support kids and family

2) Children's Fund supports programs cost

- Our ability to fund administration and operating cost
- Use the best conceptual ways to allocate Children's fund dollars
- What's the purpose and goals? Identify what is the most important
- What is the mandate?
- What is the strategy?

3) Youth Employment

- Youth Employment

4) Evaluation:

How does it play into our decisions?

CAN data and evaluation

Burden of evaluation (have focus groups with CBO's)

- Make it more relevant
- Impact in staff success
- Evaluation is valuable component for accountability
- Leverage dollars for evaluation

Include of the brainstorm and then write the agreements for focus along with volunteers

VII. Recommendations for improvements (action/discussion item)

Discussion:

- Re institute committee report written?
- Focus CAC around how to improve evaluations
- DCYF Updates (monthly written report)
- DCYF policy....
 - a) RFF Decision making framework
 - b) Children's fund focus
 - c) Initiatives- What are they, why and what constitutes an initiative
- Civic engagement- meetings in the community host some meetings in the community
- Representing CFCAC and the Department of Children Youth and Their Families
- Have more engagement and participation for the CFCAC
- CFCAC visit funded sites
- Have agenda five days before the meeting
- Agenda development included public comment, Critical items at the top of the agenda, limit the number of presentations, and 5-10 minutes on public comments, 20 minutes on topic items
- Host CFCAC meeting out in the community
- Minutes have them capture actions and accentual points
-
- Give special assignments and the committee does not have to meet every month
- Roberts Rules to formal does not encourage input

VIII. Establishment of a Budget sub-committee action/discussion item

Discussion:

- Ken Bukowski, Analyst with the Department of Children Youth and Their Families will facilitate budget sub-committee meetings. Ken request for two volunteers from the group. The sub-committee will meet once a month and develop a structure.
 - Nick Deluca and Lisa Gray volunteer

IX. Announcements

Updates: Brenda Lopez, Director of Department of Children Youth and Their Families, Elizabeth Goldstein, Director of Rec. and Park, and Arlene Ackerman, Superintendent of SFUSD are meeting Friday, March 20, 2003 to discuss and strategize different methods keep the Latch Key program operating. Brenda will report back to the CAC at the next meeting.

VIII. Adjournment

Dana Lung motions to adjourn the meeting.

Lisa Gray seconds.

All are in favor.

Meeting adjourned.





Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, April 16, 2003

5:30 - 7:30pm

City Hall, Conference Room 421

PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

John	Avalos	Lisa	Gray
Veronika	Cole	Mary	Harris
Tim	Daniel	Gaylon	Logan III
Nick	Deluca	Dana	Lung
Anisha	Desai	Phillip	Powell
Emily	Dreblow	Tiffanie	Tse
Teresa	Gallegos	Max	Wang

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- I. Roll Call and Call to order
- II. Approval of Minutes (*action item*)
- III. Youth Funding Youth Ideas Implementation Plan (*discussion item*)
- IV. DCYF Reorganization (*action/discussion item*)
- V. Update on DCYF Evaluation (*discussion item*)
- VI. Summer Programming Gap (*action/discussion item*)
- VII. 2003/04 Budget Update (*discussion/action item*)
- VIII. Announcements
- IX. Adjournment (*action item*)

*Public comment will be taken during each item on the agenda.

For More Information, contact: Ken Bukowski, 1390 Market Street, Suite 900, San Francisco, CA 94102, 415.934-4844 or KBukowski@dcyf.org.

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Donna Hall
Sunshine Ordinance Task Force
City Hall, Room 409
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683
Phone: (415) 554-7724, Fax: (415) 554-7654

DCYF Evaluation, 2002-2003 Frequently Asked Questions

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Question: What is the 2002-2003 DCYF evaluation focused on?

Answer: DCYF continues to be focused on outcomes, which are the positive changes that we can expect to see as a result of a child/youth participating in a program. DCYF is also interested in looking at program quality and *HOW* programs achieve the success that they do. We want to be able to understand what makes some programs more effective than others so that we can support the growth and improvement of CBOs.

Question: What's new and different in this round of evaluation?

Answer: DCYF is (1) evaluating Department-administered programs as well as CBO programs; (2) making its methodology more accessible to a diverse population (limited-English speaking, children with learning disabilities) and trying to hear the voices of parents and program staff; (3) capturing information at the individual-level in order to get more powerful evaluation results and understand the impact on every child's life; (4) enabling resource-limited CBOs to do case-management through DCYF tools; (5) taking a closer look at cultural competence, youth development principles, and collaboration.

Question: What are the implications of the evaluation on program staff time?

Answer: DCYF greatly reduced the volume of evaluation questions and improved the technology provided to CBOs in order to reduce the amount of time required to conduct the evaluation. Also, the demand on program staff time is heavier upfront than it will be later, as the evaluation progresses.

Question: At the end of this process, what will the evaluation tell DCYF?

Answer: In this climate of budgetary challenges, DCYF will be in a better position to make decisions regarding areas of programming focus, which CBOs to provide technical assistance to, and how to view proposals that come in response to the RFP.

Evaluation Timeline

November – December 2002	RDA works with CBOs and DCYF to revise outcomes specific to programs
December 2002	RDA develops evaluation questions, based on selected outcomes, for each CBO
January 2003	CBOs get trained on new information technology system that captures evaluation data
February 2003	Data collection on outcomes begins among CBOs RDA develops questions for satisfaction survey
April – May 2003	Data collection on youth, parent and staff satisfaction takes place among CBOs
June 2003	RDA develops questions to assess quality of programming and cultural competence through interviews and focus groups
September 2003	RDA prepares interim evaluation report for DCYF
October 2003 – January 2004	DCYF applies evaluation findings to development of RFP
February 2004	RDA delivers final evaluation report to DCYF and individual CBOs

Data Collection Instruments

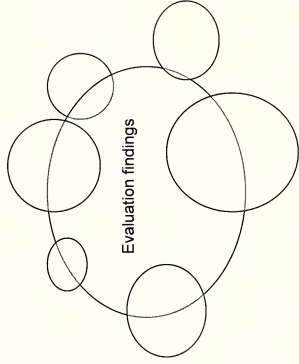
Intake form (pre-test)	collects information on demographics and asks questions based on selected outcomes
Exit form (post-test)	asks questions based on selected outcomes
Encounter log (service log)	tracks information on frequency of interaction with youth, duration of interaction
Satisfaction survey	asks about satisfaction, youth development, and cultural competence
Interviews, focus groups	asks questions about satisfaction, youth development, cultural competence, and collaboration

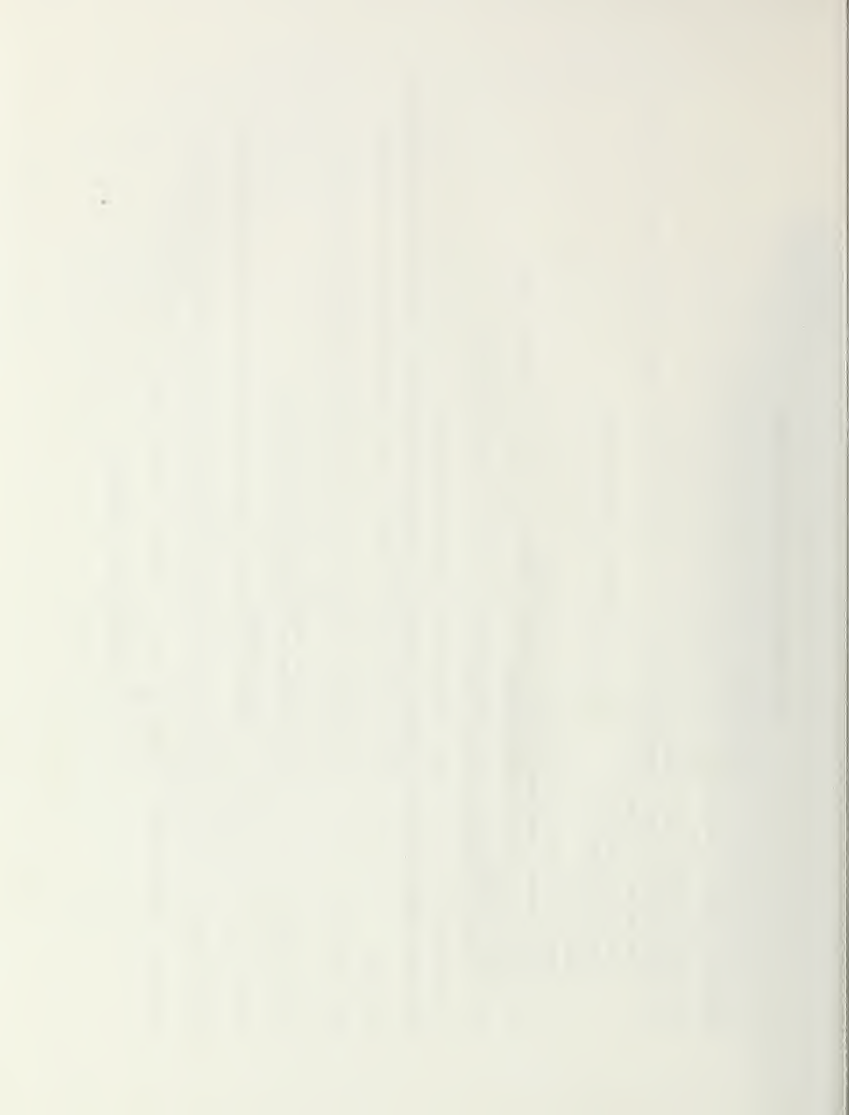
Evaluation and DCYF's Work

Evaluation findings can influence:

- Individual CBOs programming
- Next Community Needs Assessment (CNA)
- Collaboration with other Departments
- Development of initiatives
- Content of sfchildren.org
- Scope of RFP
- Selection of CBOs responding to RFP
- Organizational Development and other support to CBOs
- DCYF's monitoring and support of CBOs
- Policy directions
- Focus of Youth Impact (youth-led evaluation)

Think of the relationship between evaluation and other DCYF work as overlapping circles, with varying degrees of overlap:







Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, April 16, 2003

5:30 – 7:30 p.m.

City Hall, Room 416

I. Roll Call and Call to Order

Teresa Gallegos calls the meeting to order.

Present: Tim Daniels, Theresa Gallegos, Veronika Cole, Mary Harris, Nick Deluca, Dana Lung

Excused: Lisa Gray, Tiffanie Tse, Emily Dreblow

Absent: Phillip Powell, Max Wang, Gaylon Logan III, John Avalos

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II. Approval of Minutes

MAY 16 2003

Minutes cannot be approved as there is not quorum.

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III. YFYI Implementation Plan

DCYF staff presented the department's plan for implementation of YFYI. The department will leave a position in the 2003-04 budget to help with implementation and oversight of YFYI, but the position will not be filled until later in the fiscal year. The YFYI pilot period will begin August 1 after a collaborative is selecting through the current request for proposals process.

IV. DCYF Reorganization

Staff presented a summary of DCYF's reorganization plan. The department needed to restructure to more effectively handle the increased work load and responsibilities the department has been charged with during the past two years. CAC members requested additional information about the work undertaken by DCYF staff to have a better understanding of the department's responsibilities. It was also suggested that CAC members could be informed about upcoming DCYF activities such as site visits or events where they could participate.

V. Update on DCYF Evaluation

Staff introduced Jodi Schwartz from RDA, the organization hired by DCYF to help the department evaluate the work being done by DCYF-funded agencies. The following are detailed minutes of the presentation and discussion.

Jodi Schwartz (RDA): Our evaluation process is really about working with CBOs and having them fold evaluation into their work, and really being able to start with each organization where they are. We've done a number of projects in other locations, and we worked with DCYF on the Gang-Free Communities Initiative, so we're very familiar with DCYF as an agency. We've tried to approach the evaluation as a process, so whether it's sitting down with staff or with the CBOs it's really important that you see this as one step down the road. It's to set a roadmap within the organization for the long term.

So that's a little bit about where we come from. One of the things that I had a conversation about with my CBOs is that so many of us were taught to count everything. So yes, it is really important that you're serving this number of children, but we really want to understand what you're trying to achieve. We have everybody online recording data to

help track their program outcomes. We've created tools for each group, measurements, pre- and post-tests, and then an exit form. We've done a lot of training around the CMS, which has been expanded to allow providers to put more data related to the evaluation into the same system with which they are already familiar. We've tried to work with CBOs wherever they're at, so everything from a large group meeting to a series of small group meetings, some hands-on training and then some one-on-one to make sure everyone's comfortable. Now we're doing the first of two client satisfaction surveys. The tools being used by the CBOs are to measure change in the individual child, while the surveys we're sending out are to measure satisfaction with the program.

So that's where we are. What we're going to do are individual snapshot evaluation reports in the summer. We're also doing site visits right now to ask how the reporting is going and how is the relationship with DCYF. Because even though DCYF is the client, we're also evaluating evaluation and how it's folded into the department as a whole. And then, lastly, we're learning about the programs so we can fold that into the evaluation reports. Then in the fall we're writing a report about how DCYF can work on their evaluation efforts.

Tim Daniels: Can you talk about the kinds of things you're measuring?

Jodi Schwartz: Again, I want to say that we've really tried very hard to sit down with CBOs and look at what they're using now, teasing out not only what is the core of their service, but how are they measuring that now? So many organizations have some tool where they ask questions. So a lot of what we were doing was taking existing tools, changing them a little bit and helping organizations create a system so they can measure change. So we actually have an outcome related to goals based on an individual child. So what actually gets tracked is: Goal A, B, C....did they get met for this child?

Dana Lung: What feedback have you gotten from CBOs?

Jodi Schwartz: I have 25 organizations that I'm working with one-on-one, and I'm also partnering with Mark Min who did all the trainings. So I really worked with almost everybody. For the most part I would say that the CMS is just this wonderful thing, but there was a certain amount of feeling overwhelmed at first. We also created a system of scanning paper in, so that was a good bridge. So I think initially for folks who were feeling overwhelmed it's become very positive. Initially, maybe only five folks could track the level of data they can now. They can now see that this young person saw this staff member this many times. They can really see stuff that's going to be incredibly helpful down the road. For those larger organizations that do have their own systems, we're working to just transfer the data. We work on an individual basis with those CBOs to just transfer data because we don't want them to do things twice.

Dana Lung: So have they been ok with it?

Jodi Schwartz: It's been a little slower because of things like mapping ethnicities from one system to another. The thing about this system is it's pretty sophisticated, but it's one system for different kinds of organizations so it does have some limitations. One issue has been that we were looking at the potential to look at an entire family and right now it's very participant based. What folks have access to that they didn't before is really exciting. And then I think the tools for organizations that warmed to the idea of evaluation; they're actually sitting down and wanting to do something more comprehensive.

Nick Deluca: Are there any groups that find they learn things about themselves that they didn't know before?

Jodi Schwartz: It's a little too early to know, but certainly the signs are that they'll learn a lot about themselves. For example, I have one program that works with homeless youth and they're using the system to track their drop-ins. So it's really great to be able to track a kid who came today who came in a year ago, particularly with a population like homeless kids, is pretty exciting. It will also allow them to do some staff management.

Dana Lung: So CBOs started to collect data in February, so it's still pretty early to tell. I think I'm just thinking about the challenges CBOs face right now in terms of resources, given the economic climate and the shortage of resources. Have you heard from any CBOs that are having difficulty just keeping up with the process because they're downsizing or whatever?

Jodi Schwartz: I haven't heard that people are having problems because their data entry person got cut. We are hearing that people are being challenged, but they're not being jammed at the end of the month. Also to load all of

your participants, particularly for the larger groups, to load all that info initially into the system is a good amount of time, but once they do they do it, it's done. We did everything we could to make it easier, tested it out ourselves. One good thing about one of the changes we made is that now there's a two-tiered system so services provision can be entered separately from fiscal, so any staff member who's been trained and given a password can enter their own data. So in some ways it's made it easier. When line staff is actually entering their own information it makes evaluation more valuable. It really puts the evaluation and data collection into the veins of the organization.

Pat Vinh-Thomas: I think that's a really important question you're asking, and it's something we're looking at. But our hope and our anticipation is that that time will pay off. We're also making some in-kind donations in terms of technological infrastructure that will really make it easier for them to do case management.

Tim Daniels: It sounds like there's going to be a lot of info that's going to be gathered, but who's going to be doing the analysis and presenting that to the organizations?

Jodi Schwartz: There's already a group of reports that they can run themselves on demographics and outcomes. The data that is entered is owned by the individual CBOs, so it's really important that we give them tools to pull out the data they need. It's a partnership: they're inputting data that we can use. That's also why we're doing that midterm report. I don't anticipate a lot of changes being made but we wanted to allow for that. We want to be ready to grow when they're ready.

Tim Daniels: Is the goal to tie the findings of the final report to the benchmarks that were in the allocation plan?

Tajel Shah (DCYF): The purpose for the evaluation is to evaluate the programs that are funded, and to use that info around RFPs and determining funding for organizations in the future. This obviously isn't the sole decision-maker. But the larger purpose is to help DCYF figure out how to better focus the children's fund. So in terms of the CBO perspective, this evaluation is really a loaded evaluation because it factors into funding, but it's not the only thing. In terms of the CSAP, all of the outcomes that the CBOs use were the exact same outcomes that every city department chose from. So they looked at that and determined how the money they spend relates to those outcomes. So we'll really be able to get the overall picture of concentration of effort.

Tim Daniels: So those goals... will there be a connection to those?

Tajel Shah: They will be aligned in that that's really what the mayor and the Board of Supervisors determined, so we'll continue to tie recommendations and funding decisions to those goals, but they'll be tied down a little more.

Nick Deluca: I would like to be clear about what we can do with the info that we get out of these evaluations. Will I be able to figure out that this organization is doing a really good job or here are five groups doing the same thing?

Jodi Schwartz: Definitely the first. The second is a little less so because we didn't mandate, for example, that all youth employment organizations pick the same goals. There's certainly the idea of comparison, but it's not one to one. Within the organization it will definitely tell you: "Did they do what they said they were going to do? Did they meet the goals of the plan?" We're also doing visits so we can tell you a little more about the organization.

Mary Harris: So is there room for varied outcomes from the same CBO?

Jodi Schwartz: Two answers: Many CBOs have a variety of components so the outcomes that they chose match that. If a youth only participates in two out of three components they're only measured for those. The other thing is that we're not measuring one child against another child; we're looking at growth within the child. It's: "Did they change?" We're just looking for change on an individual youth basis, and that's really different from what we've seen before.

Tim Daniels: Clearly all the organizations are going to benefit from all the quantitative info, but I'm wondering if you're looking at a way for the organization to talk about qualitative.

Jodi Schwartz: Limited, but somewhat. We're trying to sprinkle qualitative components into the evaluation as much as we possibly can. The site visit really allows them to tell us their story – we're doing interviews with the director, line staff – so to a limited degree.

Teresa Gallegos: Why are there only 164 programs being evaluated when you have 198 grants?

Ken Bukowski: That number includes initiatives – the wellness centers, high quality childcare, etc. – and some of those have their own evaluation process so we don't want to use our resources to double evaluate.

Jodi Schwartz: Though that info is shared.

Tajel Shah: Some like SFUSD do not get evaluated for some of their dollars, because it is for things like their art classes. I also don't know if that number includes one-time grants and we did not include those for various reasons. What is different is that we are evaluating city departments, so that was a very huge leap in the relationship between DCYF and those departments.

Nick Deluca: So the timing on this is?

Tajel Shah: We're trying to time it so the six-month report can be fed into the final allocation plan, so that's the goal, and then final report is due out before the RFPs are released.

Pat Vinh-Thomas: So the timing is really tight, so we really want you to think about what you want to see in that report.

Teresa Gallegos: Is there an easiest way for you to get that participation from us, are there ideas you think we could do research on or what you think we could do? I think that it's easier to think about how to participate when we know what the choices are. If there's like a site visit or going to talk to people about what evaluation has meant to them... I'm thinking that since you asked the question you might have some ideas.

Veronika Cole: Maybe what would help is if you can give us a draft or an outline of an evaluation report.

Pat Vinh-Thomas: Were in the process with RDA right now, so in this qualitative part what do we really want to learn? Are there specific questions you'd like to see in that qualitative piece? We could give you some of the instruments they're using; so is it interesting for you to find the outcome of the demographics? Those are two concrete ideas.

Public Comment:

Joe Wilson: We'll have to communicate much of it in writing, so I'm reduced to random thoughts... how much is this costing?

Pat Vinh-Thomas: \$400,000 for two years.

Joe Wilson: And the difference between this and the previous?

Tajel Shah: It's less expensive and it's individual-based: we're looking at how a singular individual changed and in the last one we were looking at overall satisfaction. In the last one we weren't able to say that of two programs which one actually did what it said it would do. So there's more depth in relation to the last evaluation.

Claudia Jasin (Jamestown Community Center): I want to thank Jodi for acknowledging the intensity of the time it takes in the beginning and I want to note that we did not budget for people in our line staff doing data entry and I think that's one of the greatest downfalls in this whole process. We don't have a data manager – we're not big enough – so we've had to reallocate resources from program time to data entry.

VI. Summer Programming Gap

Staff reported on DCYF's role in coordinating SFUSD, Rec and Park, and CBOs to determine the extent of the need related to SFUSD's closures of school sites during the summer and how we can find ways to provide programming for a significant portion of the young people impacted by this decision. The department released a survey to CBOs to

get a better sense of the summer programming problem and CBOs ability to increase capacity. DCYF has also been involved in hearings at the Board of Supervisors to address the issue.

Public Comment:

Claudia Jasin: This is a citywide issue; what's happened with the closure of the schools is that we have no place to do our programs. We have private dollars but no space. SFUSD has said different things to different people. One of the things they've said is there will be a facilities fee, so small CBOs like Jamestown really get hid hard by this. We went to this hearing and Phil Smith from SFUSD announced that seven new sites would be open, and not one of them was in the Mission. Everybody knows there are gangs in the Mission, north and south, and right now there's no school in the south; our kids can't go to the south. The other thing that's going on is the Beacons are only allowed to be open to 3:45 so I don't know how that helps kids. We need additional funds: if we want to serve more kids we need more money.

Joe Wilson: It's a good role for DCYF. It seems at the root it's a capacity problem. Coleman would certainly support using additional Children's Fund money for this.

VII. 2003/04 Budget Update

The item was postponed for discussion at the next meeting.

VIII. Announcements

None.

IX. Adjournment

The meeting is adjourned at 7:38 pm.





Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, May 21, 2003

5:30 – 7:30pm

City Hall, Conference Room 201

PLEASE NOTE CONFERENCE ROOM CHANGE

Committee Members

John	Avalos	Mary	Harris
Veronika	Cole	Gaylon	Logan III
Tim	Daniel	Dana	Lung
Nick	Deluca	Phillip	Powell
Emily	Dreblow	Tiffanie	Tse
Teresa	Gallegos	Max	Wang
Lisa	Gray		

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- I. Roll Call and Call to order
- II. Review of the Agenda (*discussion/ action item*)
- III. Approval of March & April Minutes (*discussion/ action item*)
- IV. Creation of Youth Funding Youth Ideas Subcommittee (*discussion/ action item*)
- V. Update on DCYF 2003/04 Budget (*discussion/ action item*)
- VI. Children's Services Allocation Plan (*discussion item*)
- VII. CAC Input into DCYF Program Evaluation (*discussion item*)
- VIII. Staff Updates (*action/ discussion item*)
- IX. Announcements
- X. Adjournment (*action item*)

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JUN 16 2003

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Department of Children, Youth & Their Families

Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, May 21, 2003

5:30 – 7:30 p.m.

City Hall, Room 201

I. Roll Call and Call to Order

Teresa Gallegos calls the meeting to order.

Present: John Avalos, Veronika Cole, Tim Daniel, Nick DeLuca, Emily Dreblow, Teresa Gallegos, Lisa Gray, Mary Harris, Gaylon Logan III, Dana Lung, Max Wang

Excused: Tiffanie Tse,

Absent: Phillip Powell

II. Review of Agenda

Veronika Cole moves to table agenda item VII. Nick DeLuca seconds. All are in favor.

III. Approval of March and April Minutes

Nick DeLuca moves to approve minutes, John Avalos seconds with correction that he was in attendance at March's meeting.

IV. Creation of YFYI Subcommittee

The CAC discussed new bylaw language for creation of the YFYI Subcommittee. CAC members suggested changes to the proposed language and asked staff to send out a revised final version of the bylaw change for comment prior to sending it out for formal notice. The CAC will vote on the bylaw change at its July meeting.

V. Update on DCYF 2003/04 Budget

Ken Bukowski provided CAC members with a spreadsheet showing the department's complete budget rather than the separate breakouts for Children's Fund and general fund that the CAC had been using for prior budget discussions. The Mayor has not finalized the budget being presented to the Board of Supervisors so there may still be changes in the department's budget. The Board can then also propose changes to the budget. Reminder that the General Fund cuts the department made did not result in cutting any programs or services.

Ken Bukowski provided CAC members with the updated organization chart discussed at the last CAC meeting and a draft matrix outlining some of the projects in which various staff play a role. This is one step in the process of developing new work plans for staff based on department priorities.

VI. Children's Services Allocation Plan

Tajel Shah provided CAC members with a revised version of the draft Children's Services Allocation Plan (CSAP). She walked through some key portions of the CSAP, took questions from CAC members and heard suggestions concerning ways to improve the presentation of the data. A copy of the CSAP is on DCYF's website, but it is

constantly be revised with additional input. The final CSAP is scheduled to be presented to the Board of Supervisors in October.

The next steps are to present the draft CSAP at Commission meetings as outlined in the Children's Amendment, go through an internal discussion process at DCYF, and go through a three-meeting process with the CAC and other key stakeholders. The goals of both the internal DCYF process and the three-meeting stakeholder process are to share the CSAP to some level; do some educating on what results-based budgeting is; pose the question of what is the purpose of the Children's Fund; and review possible scenarios that look at what it might mean if we select a specific purpose for the Children's Fund.

VII. CAC Input into DCYF Program Evaluation

This item was tabled until the next meeting so further discussion could occur at the next Steering Committee meeting.

VIII. Staff Updates

Ken Bukowski made updated copies of sunshine rules and other Commission/Advisory Committee rules available to CAC members.

The YFYI RFP has been released. Twenty-seven people attended the bidders' conference and DCYF received eight letters of intent to apply for the funds. The Review Panel will meet approximately June 12.

Staff asked whether the CAC would be taking a month off during the summer as it has done in the past. CAC members decided to cancel all meetings for the month of August.

Teresa Gallegos shared that she received a call from someone in the community and received accolades for the department about spearheading the process. The person also felt that staff went out of their way to make things work and that Tajel played a key role in the process.

IX. Announcements

Teresa will be in Florida until July 7 due to a family emergency.

X. Adjournment

Veronika Cole motions to adjourn. John Avalos seconds. All are in favor.



Department of Children, Youth & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, June 18, 2003
5:30 - 7:30 pm
City Hall, Conference Room 201

DOCUMENTS DEPT.

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Committee Members

John	Avalos	Mary	Harris
Veronika	Cole	Gaylor	Logan III
Tim	Daniel	Dana	Lung
Nick	Deluca	Phillip	Powell
Emily	Dreblow	Tiffanie	Tse
Teresa	Gallegos	Max	Wang
Lisa	Gray		

- I. Roll Call and Call to Order
- II. Review of the Agenda (*discussion/action item*)
- III. Approval of May Minutes (*discussion/action item*)
- IV. Children's Services Allocation Plan Community Process (*discussion/action item*)
- V. CAC Input into DCYF Program Evaluation (*discussion/action item*)
- VI. Brainstorm Ideas for Recruitment of New CAC Members (*discussion/action item*)
- VII. Changes/Improvements to CAC Meetings (*discussion item*)
- VIII. Officer Nominations and Elections (*discussion item*)
- IX. Staff Updates (*action/discussion item*)
- X. Announcements
- XI. Adjournment (*action item*)

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San Francisco
Department of Children, Youth & Their Families
Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, June 18, 2003
5:30 - 7:30 pm
City Hall, Conference Room 201

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I. Roll Call and Call to Order

Present: Veronika Cole, Nick DeLuca, Lisa Gray, Mary Harris, Gaylon Logan III,
Absent: Phillip Powell, John Avalos, Tim Daniel, Emily Dreblow, Teresa Gallegos, Dana Lung, Max Wang, Tiffanie Tse
Staff Present: Nani Coloretti, Tajel Shah, Pat Vinh-Thomas, Laura Moye, Mike Leo, Kahala Drain

II. Review of the Agenda (*discussion/action item*)

Agenda cannot be approved, as there is not quorum.

III. Approval of May Minutes (*discussion/action item*)

Minutes cannot be approved, as there is not quorum.

IV. Children's Services Allocation Plan Community Process (*discussion/action item*)

Presentation by Tajel Shah "Children's Service Allocation Plan"
Recap of Allocation Plan

- Department of Children Youth and Their Families (DCYF) is embarking upon a process to determine the priorities for the Children's Fund for the next three years. The outcome of this process will dictate Children's Fund allocation (grants to community-based organizations); thus the next Request for Proposals.
- Based on the CAC's recommendations there was some modifications to the allocation plan.
- The final public version of the CSAP will be sent to the CAC members. AT the July Full CAC meeting there will be more discussion on "How to engage the Community".
- To ensure the best decision-making with adequate community engagement, DCYF with the agreement of the CAC there will be a five-prong process

Prong One - City Departments

- DCYF (Tajel Shah and Nani Coloretti) meets with key department staff to review C.N.A and Children's Services Allocation Plan
- DCYF (Tajel Shah and Nani Coloretti) presents to department's commission
- DCYF hosts a Children's Cabinet. Departments Involved: Dept. Public Health, Dept. of Human Services, Juvenile Probation Department, Recreation and Parks Department

Prong Two - Community Stakeholders

- DCYF hosts a "Stakeholder Series" discussion. Community Leaders, Children's Fund Citizens' Advisory Committee members and Executive Directors from funded agencies participate in three-meeting series to discuss the priorities of the Children's Fund, implications on moving towards "Results-Based Budgeting" and impact on DCYF evaluation, site visits, partnerships with city departments, organizational development and contract management.
- Meetings scheduled for July 21, 23 and August 11 at City Hall, Room 34

Prong Three - DCYF Staff discussion

- DCYF hosts a staff discussion. Staff participate in a three-meeting series to discuss the priorities of the Children's Fund, implications on moving towards "Results-Based Budgeting" and impact on DCYF evaluation, site visits, partnerships with city departments, organizational development and contract management.
- Meetings scheduled for July 28, 30 and August 18

Prong Four - DCYF Senior Staff

- Senior Staff will work with DCYF staff on final recommendations regarding Children's Fund priorities
- Senior Staff will make decision on Children's Fund Priorities

Prong Five - Institutionalization

- Children's Services Allocation Plan Final includes decisions on Children's Fund Priorities -- Released in late September
- RFP is developed in accordance with the Children's Services Allocation Plan -- Tentative release in Feb.

V. CAC Input into DCYF Program Evaluation (*discussion/action item*)

Presentation by Patricia Vinh-Thomas (DCYF) and Patricia Bennett (RDA).

Recap of Option for input

- Providing input on how to ask about cultural competence, racial disparities, youth development, and collaboration between CBOs
- Brainstorming ways to look at outcome and demographic data for final evaluation report
- Patricia Bennett will attend the July Steering Committee meeting to have further discussion with the group on the Qualitative portion of the survey.

VI. Brainstorm Ideas for Recruitment of New CAC Members (*discussion item*)

The CAC will do a brainstorm at the July meeting to begin the recruitment process, with a particular focus on how to recruit youth members.

VII. Change/Improvements to CAC Meetings (*discussion item*)

No action.

VIII. Staff Updates (*action/discussion item*)

See memo previously emailed by Ken Bukowski.

IX. Announcements

No action.

X. Adjournment (*action item*)

Meeting adjourned at 7:30 pm.

Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, July 16, 2003
5:30 - 7:30 pm
City Hall, Conference Room 201

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Tim	Daniel	Dana	Lung
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- I. Roll Call and Call to Order
- II. Review of the Agenda (*discussion/action item*)
- III. Approval of May and June Minutes (*discussion/action item*)
- IV. Officer Elections (*discussion/action item*)
- V. Children's Services Allocation Plan Community Process (*discussion/action item*)
- VI. Approval of Bylaws Amendment to Create YFYI Subcommittee (*discussion/action item*)
- VII. Recruitment of New CAC Members (*discussion/action item*)
- VIII. Possible Changes/Improvements to CAC Meetings (*discussion/action item*)
- IX. Staff Updates (*action/discussion item*)
- X. Announcements
- XI. Adjournment (*action item*)

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Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, July 16, 2003
5:30 – 7:30 pm
City Hall, Conference Room 201

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I. Roll Call and Call to Order

Present: Teresa Gallegos, Emily Dreblow, Veronika Cole, Nick DeLuca, Mary Harris, Dana Lung
Absent: Phillip Powell, John Avalos, Tim Daniels, Gaylon Logan III, Max Wang, Lisa Gray
Staff Present: Ken Bukowski, Mike Leo, Emily Rugel

II. Review of the Agenda (discussion/action item)

As there is not quorum, the meeting focused on agenda items not requiring formal action to be taken.

III. Approval of May and June Minutes (discussion/action item)

Minutes cannot be approved due to lack of quorum.

IV. Officer Elections (discussion/action item)

Item continued to next meeting agenda due to lack of quorum.

V. Children's Services Allocation Plan Community Process (discussion/action item)

There was no update for this item as CAC members had just received letters outlining the upcoming community stakeholder meetings.

VI. Approval of Bylaws Amendment to Create YFYI Subcommittee (discussion/action item)

Item continued to next meeting agenda due to lack of quorum.

VII. Recruitment of New CAC Members (discussion/action item)

Ken shared copies of the adult and youth applications for recruiting new CAC members. There were suggestions to add language to ask candidates whether they may need help with transportation or child care to attend meetings. CAC members expressed concern about the continuing lack of quorum at meetings, and individual CAC members volunteered to call those members who were not present at the meeting.

VIII. Possible Change/Improvements to CAC Meetings (*discussion/action item*)

No action. CAC members suggested that each agenda item state a requested action to help frame the discussion better.

IX. Staff Updates (*action/discussion item*)

See memo previously emailed by Ken Bukowski. Ken passed out a copy of a draft report from DPH titled Housing for Healthy Communities. DPH representatives would like to make a presentation of the report findings and get feedback from the CAC at the CAC's September meeting. The CAC received a resignation letter from Tiffanie Tse indicating she is going to college on the East Coast so she will be leaving San Francisco.

Public Comment: Caroline Vance (CARES Program Director):

- One of the things I really wanted to say was that it occurred to me several months ago we had a lot of child care providers come to the meeting and I thought it was kind of tacky of us just to come when money was on the table, so I'm going to try to come every month.
- We have a \$950,000 shortfall this year and part of that is because the program is working. As teachers move up the ladder their stipends get more expensive.
- It was good that the Child Care Coordinator position was on the agenda. We have big concerns about the position possibly moving to DHS, even though it looks like it's dead in the water at this point. DCYF is able to serve a much broader base. And I think part of the reason this came up is that we desperately miss having that position filled. I believe that it will come up again if we don't do something really creative about filling that. When I talked to Chris Daly that did come up. We really desperately need that position from my humble opinion. I would just encourage DCYF to get creative around filling that. I know there's a hiring freeze but if we don't want to lose that position I think we need to get really creative.

X. Announcements

Meeting adjourned at 7:30 pm.

XI. Adjournment (*action item*)



Department of Children, Youth & Their Families

Children's Fund Citizens' Advisory Committee

NOTICE OF MEETING CANCELLATIONS

Agendas

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Committee Members

John	Avalos	Lisa	Gray
Veronika	Cole	Mary	Harris
Tim	Daniel	Gaylon	Logan, III
Nicholas	Deluca	Dana	Lung
Emily	Dreblow	Phillip	Powell
Teresa	Gallegos	Max	Wang

AUG - 5 2003

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The Children's Fund Citizens' Advisory Committee is in recess for the month of August. The next regularly scheduled meeting will be for the Steering Committee on Wednesday, September 3, 2003. An agenda for this meeting will follow in late August.

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Department of Children, Youth & Their Families
**Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING**

AGENDA

Wednesday, September 3, 2003

5:30 – 7:30 p.m.

1390 Market St., Suite 900
Conference Room

Members: Veronika Cole – Vice Chair, Teresa Gallegos – Co Chair, Gaylon Logan III - Co Chair, Emily Dreblow -Secretary, Mary Harris- Member and Lisa Gray – Member.

- I. Attendance
- II. Approval of minutes (action item)
- III. Review Agenda (action item)
- IV. Input for Evaluation of Organization Development Initiative (discussion/action)
- V. Beacon Centers – Relationship with Schools & Community (discussion/action)
- VI. Staff Updates (discussion/action)
 - a. Children's Services Allocation Plan Status
 - b. Request for Legislative Analyst Report and Management Audit
 - c. Planning for October Community Meeting
 - d. Recruitment of New CAC Members
 - e. Input on Staff Survey Used in Program Evaluation
- VII. Develop September CAC Agenda (discussion/action item)

Proposed Items for September CAC Agenda:

- ♦ Approval of May, June & July Minutes
- ♦ Housing Report presentation
- ♦ Approval of Bylaws Amendment to Create YFYI Subcommittee
- ♦ Officer Elections
- ♦ Staff Updates

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Department of Children, Youth & Family Services
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, September 17, 2003
5:30 – 7:30 pm
City Hall, Conference Room 201

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Committee Members

John	Avalos	Lisa	Gray
Veronika	Cole	Mary	Harris
Tim	Daniel	Gaylon	Logan III
Nick	Deluca	Dana	Lung
Emily	Dreblow	Max	Wang
Teresa	Gallegos		

- I. Roll Call and Call to Order
- II. Review of the Agenda (*discussion/ action item*)
- III. Approval of May, June & July Minutes (*discussion/ action item*)
- IV. Presentation by DPH Staff on Housing for Healthy Communities (*discussion/ action item*)
- V. Election of Officers (*discussion/ action item*)
- VI. Approval of Bylaws Amendment to Create YFYI Subcommittee (*discussion/ action item*)
- VII. Children's Services Allocation Plan Update (*discussion/ action item*)
- VIII. Staff Updates (*action/ discussion item*)
 - Board of Supervisor requests for Legislative Analyst Report and Management Audit
 - Recruitment of New CAC Members
 - November CAC Meeting in the Community – Beacons Focus
- IX. Announcements
- X. Adjournment (*action item*)

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Department of Children, Youth & Their Families

Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, September 17, 2003

5:30 – 7:30 pm

City Hall, Conference Room 201

I. Roll Call and Call to Order

Present: Teresa Gallegos, Emily Dreblow, Veronika Cole, Nick DeLuca, Mary Harris, Dana Lung, John Avalos, Tim Daniels, Gaylon Logan III, Max Wang, Lisa Gray

Staff Present: Ken Bukowski, Mike Leo, Emily Rugel, Tajel Shah,

II. Review of the Agenda (*discussion/action item*)

The order of considering agenda items was revised so that CAC business requiring votes could be taken care of prior to the special presentations.

III. Approval of May, June and July Minutes (*discussion/action item*)

Motion to approve the minutes with no changes made by Veronika Cole and seconded by Mary Harris. Minutes unanimously approved.

IV. Election of Officers (*discussion/action item*)

The officer slate forwarded by the Steering Committee was revised. Nick DeLuca has conflicting commitment that would not allow for regular Steering Committee participation so he withdrew his name from consideration. Lisa Gray made a motion seconded by Dana Lung to elect the following CAC members as officers: Chairs: Teresa Gallegos and Gaylon Logan, III; Vice Chair: Veronika Cole; Secretary – Mary Harris; At-Large Steering Committee Member – Lisa Gray. The motion passed unanimously. The CAC will consider electing another at-large member of the Steering Committee and a youth Vice-Chair at a future meeting after new CAC members are appointed.

V. Approval of Bylaws Amendment to Create YFYI Subcommittee (*discussion/action item*)

Veronika made a motion to approve the bylaw amendment creating the YFYI Subcommittee as noticed with no changes. Nick seconded. Motion passed unanimously.

VI. DPH Staff Presentation on Housing for Healthy Communities (*discussion/action item*)

Rhajib Bhatia: I'm director of the Environmental Health Division of the Department of Public Health and I've been doing that for about five years. I want to actually talk about some of our activities in trying to promote

affordable housing. History: For about 30 years DPH has been trying to break out of its traditional work. The US spends \$4,000 a person on health services and that's twice the amount as in Europe and yet we're at the bottom. So we've realized that spending isn't the only thing. Probably the most important reason is the social infrastructure is lacking. Every locality has its issues – the housing issue is probably among the most important in San Francisco.

The Department has responded in a number of different ways; probably the largest way we've responded is with homeless people. We see everyday how poor housing is related to asthma. We see people doubling up and that affects children. I think we're all on the same page. This is an important issue for health; it's an important issue for children. So why haven't we solved this problem?

We went in thinking we could just add some money and bingo. It requires a commitment to mixed income housing in San Francisco and where you define that is not simply income at 150% of the poverty level, but that everybody is part of the workforce and we need housing for all of those needs. The housing element has some pretty clear targets and goals but we haven't had progress on that. We've been building the low-low-income housing, but we haven't been building the low-income housing and the moderate housing.

These are principles such as mixed income housing. What does that mean? People should be able to live where they work. We should make sure that the affordability of the housing matches the jobs that are available. A second important message is the importance of social integration. We've all seen the problems of social segregation – it has tremendous impacts on health. I think the 3rd aspect is the issue of livability. We need schools in the neighborhood, we need parks, open space, and we need to recognize that we need funding for that.

One approach to this problem is the idea of public benefit zoning. For example, if you have any industrial land and you allow somebody to build a 20-story building on that. What you have done is transferred money from the public sphere to the private sphere. And that money can be shared – it can help the public. There are a number of proposals being worked out on the idea of public benefit zoning. Developers will like to keep more; developers will like to have more. As the health department we have developed through work with community organizations, and we have tried to define our role. One of our roles is publishing reports like this and I think if you don't have this it represents evidence we're bringing to bear. The second thing we're doing is going to the Planning Commission. Third, we're working with the Planning Commission staff directly. So how can we go and be part of the conversation so people can see the broader public interest and why we need to support affordable housing?

We're also trying to broaden the application of environmental impact assessments. They're required by law and they're supposed to reflect all of the environmental impacts of a project. But the law really has a broader goal – trying to create harmony between man and the environment. And it says that social impacts should be considered. There are many impacts where California law has reflected this. Environmental justice is a set of principles that has also argued for a broader social impact, considering the broader impact. So these are some of the ideals that were trying to include.

Specific targets: There are a number of individual targets. Projects that produce a large amount of housing should be looked at to see if we're advancing the fair share goals set by the state. Is it a broad fit with the skills and capacities of San Franciscans? The housing element is being revised right now. It's had a lot of public comment, but it's three years late now. There's another hearing on the 7th of October, and I suggest you look at the Housing Department report including the comments planning commissioners have made and think about taking a position. You will be hearing about public benefit incentive zoning so you should think about getting involved in that and have you think about what are the benefits that should be involved. You might also be hearing about a workforce housing proposal. It's only targeting those making 120% of the median income in the area. The decisions we allow are the decisions we're stuck with for a long time. I think I've given you a flavor of what we're doing.

Following the presentation and questions from CAC members, the CAC asked department staff to work with DPH to determine whether there are ways DCYF and DPH can work together on issues impacting affordable housing for families. Rhajiv specifically mentioned DPH's interest in having more youth civic engagement on housing issues.

VII. Children's Services Allocation Plan Update (*discussion/action item*)

Tajel Shah provided an update on where the department is at in completing the Children's Services Allocation Plan. She then presented the subgoals DCYF is currently looking at making the priorities for allocation of the Children's Fund during the next three years. After discussion, Dana Lung made a motion to approve the subgoals taking into consideration possible future edits and wording changes similar to the CAC's discussion. Nick seconds the motion. The motion passed unanimously.

Public Comment on item:

Kim Boyd-Birmingham (GoKid.org): I'm one of the founders of GoKid.org and we have about 8,000 people right now visiting on a regular basis. I really wanted to encourage the committee to consider the importance of giving parents information. I started this website as the mother of a young child, not knowing what was available. And I ended up getting tied into the social networks that you need to, but it was a long struggle. I couldn't believe that there were these awesome programs that the city had that nobody knew about. I feel like the city has amazing programs but nobody knows about them. So that's where GoKid came from. It's not necessarily stuck in the Web, we send out newsletters about once a month on subject-related topics and we have a calendar so parents can go online and find out what's going on in the city. So I just wanted to tell you that I think it's important that that information be integrated.

Judith Baker (South of Market Child Care, Inc.): I have a couple of things, but first I wanted to know what future opportunities will there be for input on this? I had a concern about family support. I know you mentioned all these other sources of funding, and we're actually a beneficiary of getting that money. We felt that if we're providing child care services there should be a small amount of money to support families. Today, for example, I spent the whole day today dealing with a child abuse case and it's still not done. When you're doing direct services, line staff often don't have somewhere to go to access services. So I think it's really important to build in a little money to assist families and do preventive work in addition to the family resource centers. My other comment is that I don't personally, and I think there are other early childhood workers also, who don't think provider support can be measured through these options.

Claudia Jasin (Jamestown Community Center): I wanted to start by commending Tajel and everyone else at DCYF for all their hard work. I feel good about the opportunities for public comment. I'm especially excited about seeing the youth development model really integrated in to the work that DCYF does, so this is very exciting for me. An issue to raise in terms of the core conditions: that costs a lot more money and I know this because this is what we're trying to do at Jamestown. So as you think about looking for this in agencies recognize that it requires more resources, and rightly so because this is what kids deserve.

M.F. Chester Palesoo (Asian Pacific Islander Family Resource Network/Asian Perinatal Advocates): I would like to talk about healthy families, particularly Asian Pacific Islander. One issue I want to talk about is safety, especially in low-income families. It's important to have some aggressive ways to address those issues. Especially immigrant families really don't have anywhere to go so they talk to families, relatives and friends. So I would like to say that, by all means if we can address the issue of safety. Healthy families include safety; if they're not safe, they're not healthy.

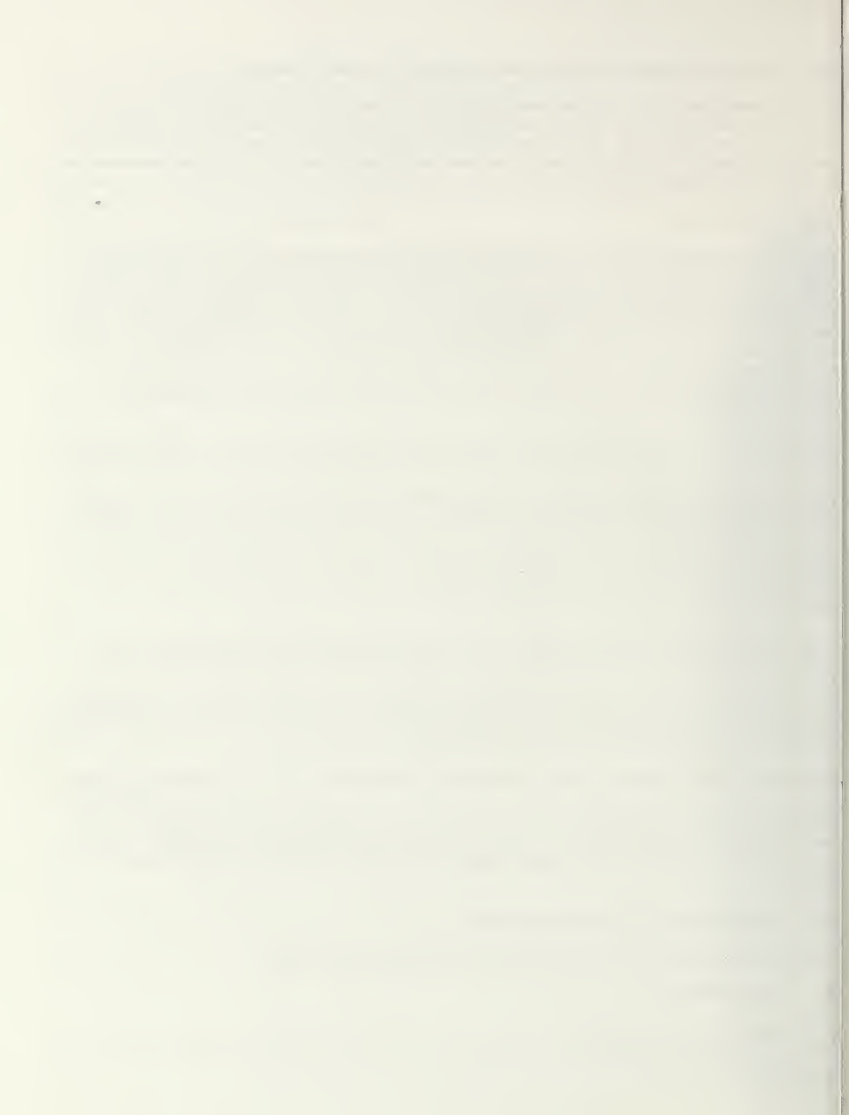
VIII. Staff Updates (*action/discussion item*)

No additional update beyond the memo passed out at the meeting by Ken Bukowski.

IX. Announcements

X. Adjournment (*action item*)

Meeting adjourned at 7:30 pm.





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Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, October 1, 2003

5:30 – 7:30 p.m.

1390 Market St., Suite 900

Conference Room

Members: Veronika Cole – Vice Chair, Teresa Gallegos – Co Chair, Gaylon Logan III - Co Chair, Mary Harris- Secretary and Lisa Gray – Member.

- I. Attendance
- II. Approval of minutes (action item)
- III. Review Agenda (action item)
- IV. Application Review for New CAC Members (discussion/action)
- V. Beacon Centers – Questions for November CAC Presentation (discussion/action)
- VI. YFYI Subcommittee Appointments (discussion/action)
- VII. Criteria for Possible Mid-Year Budget Reductions (discussion/action)
- VIII. Staff Updates (discussion/action)
 - a. Working with DPH on housing issues impacting families
 - b. 2003-04 Budget Update
- IX. Develop October CAC Agenda (discussion/action item)

Proposed Items for October CAC Agenda:

- ♦ Approval of September Minutes
- ♦ CAC Appointments to YFYI Subcommittee
- ♦ Children's Services Plan Update
- ♦ Criteria for Possible Mid-Year Budget Reductions
- ♦ Staff Updates

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Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, October 15, 2003
5:30 – 7:30 pm
City Hall, Conference Room 421

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Committee Members

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Veronika	Cole	Mary	Harris
Tim	Daniel	Gaylon	Logan III
Nick	Deluca	Dana	Lung
Emily	Dreblow	Max	Wang
Teresa	Gallegos		

- I. Roll Call and Call to Order
- II. Review of the Agenda (*discussion/ action item*)
- III. Approval of September Minutes (*discussion/ action item*)
- IV. Children's Services Allocation Plan Update (*discussion/ action item*)
- V. Approve Criteria for Possible Mid-Year General Fund Reductions (*discussion/ action item*)
- VI. Consider Cancellation of December CAC Meeting (*discussion/ action item*)
- VII. Staff Updates (*action/ discussion item*)
 - CAC Appointments to YFYI Subcommittee
- VIII. Announcements
- IX. Adjournment (*action item*)

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Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, October 15, 2003
5:30 - 7:30 pm
City Hall, Conference Room 421

I. Roll Call and Call to Order

CAC Members present: John Avalos, Nick Deluca, Teresa Gallegos, Mary Harris, Gaylon Logan III, Tim Daniels

DCYF Staff present: Ken Bukowski, Nani Coloretti, Mike Leo, Emily Rugel

II. Review of the Agenda (*discussion/action item*)

No additions to the agenda.

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III. Approval of September Minutes (*discussion/action item*)

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Consideration of this item was postponed until the November CAC meeting.

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IV. Children's Services Allocation Plan Update (*discussion/action item*)

Ken provided a written update from Tajel Shah and took questions regarding the Children's Services Allocation Plan. Ken will email the CAC the dates for the remaining theory of change meetings in case CAC members would like to attend.

V. Approve Criteria for Possible Mid-Year General Fund Reductions (*discussion/action item*)

CAC members reviewed a set of criteria to be used to inform the decision-making process should mid-year general fund reductions be required. At this point, the department has only been asked to do a hypothetical management exercise of considering possible cuts, but there have been no written instructions requiring cuts to be made. The criteria are similar to those used during the last budget discussion, except for some additional language noting the additional community input and direction that has been provided through the CSAP process. Ken, Lisa and Nick will meet to discuss what additional information should be developed for the CAC's consideration when making they are advising on budget decisions.

VI. Consider Cancellation of December CAC Meeting (*discussion/action item*)

Consideration of this item was postponed until the November CAC meeting.

VII. Staff Updates (*action/discussion item*)

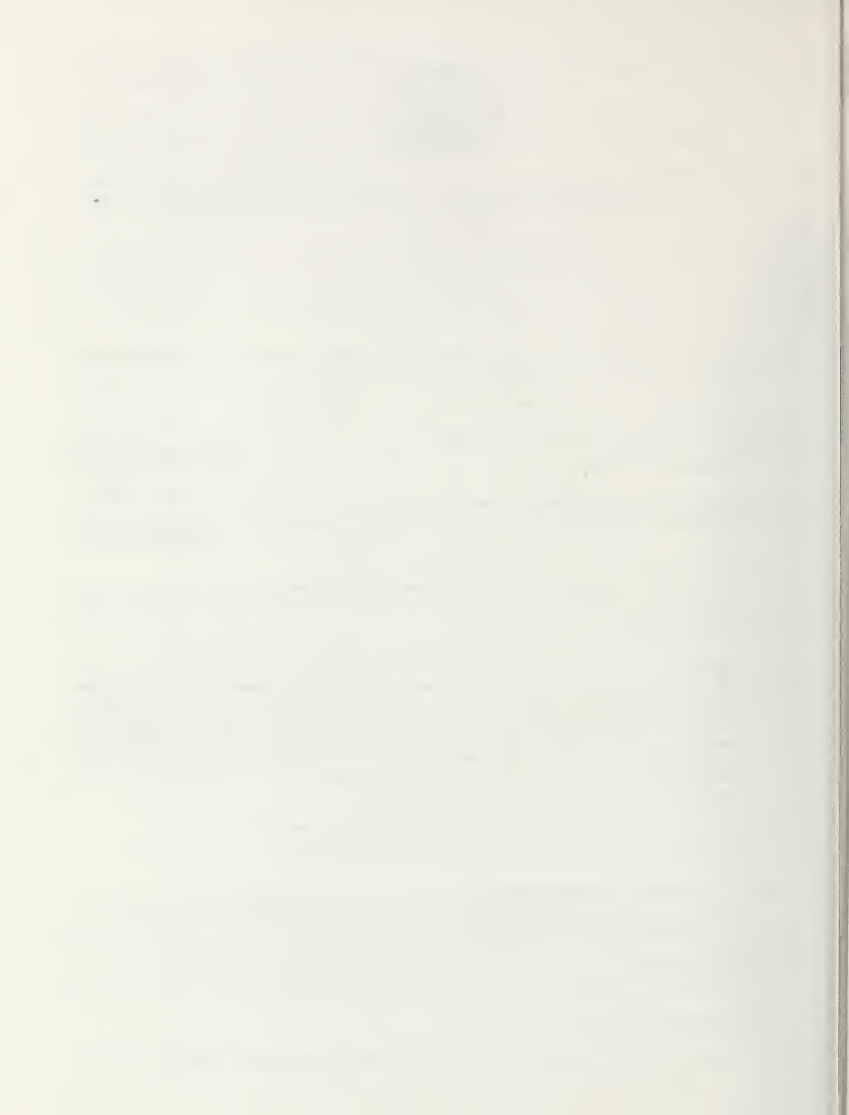
- CAC Appointments to YFYI Subcommittee - We are working with the Youth Commission to discuss ideas for recruitment of potential youth members for the Subcommittee.

VIII. Announcements

Tim announced that Seven Teepees has posted a job announcement seeking an Executive Director.

IX. Adjournment (*action item*)

Meeting was adjourned.





Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, November 19, 2003
5:30 – 7:30 pm

OMI/Excelsior Beacon
James Denman Middle School
241 Oneida Avenue (see directions below)

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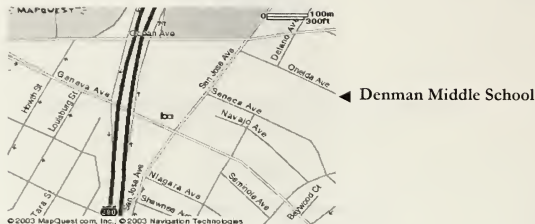
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Emily	Dreblow	Max	Wang
Teresa	Gallegos		

- I. Roll Call and Call to Order
- II. Review of the Agenda (*discussion/ action item*)
- III. Business Items (*discussion/ action items*)
 - a. Approval of September and October Minutes
 - b. YFYI Subcommittee Update
 - c. Cancellation of December CAC Meeting
- IV. Beacon Centers Presentation (*discussion/ action item*)
- V. Children's Services Allocation Plan – Resolution of Support (*discussion/ action item*)
- VI. Staff Updates (*action/ discussion item*)
- VII. Announcements
- VIII. Adjournment (*action item*)

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Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, November 19, 2003
5:30 - 7:30 pm
OMI/Excelsior Beacon Center
James Denman Middle School
241 Oneida Avenue

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I. Roll Call and Call to Order

Members Present: Tim Daniels, Nick Deluca, Emily Dreblow, Teresa Gallegos, Mary Harris, Gaylon Logan III, John Avalos, Dana Lung
Absent: Lisa Gray, Veronika Cole, Max Wang

Teresa Gallegos: We want to welcome you to our very first community CAC meeting, of which we will be glad to have more if this meeting goes well. Thank you for coming tonight.

II. Review of the Agenda (*discussion/action item*)

No changes proposed to the agenda.

III. Business Items (*discussion/action items*)

A. Approval of September and October Minutes

Mary motions to approve September meeting minutes. Seconded by Emily. Unanimously approved. October minutes will be considered at the next CAC meeting.

B. YFYI Subcommittee Update

Teresa Gallegos: I had a second meeting with Jesse, who is the current chair of the Youth Commission. We are issuing a joint application for youth applicants to be part of the YFYI Subcommittee. We will create a joint ad hoc group of CAC and Youth Commission members to review the applications and forward names to each body for appointment. The three targeted groups for youth applicants will be people who submitted applications but did not get positions on the Youth Commission or the Youth Boards for CHALK and the Youth Leadership Institute. The draft of the application has been passed out, so please email Ken if you have any suggested changes. Ken will change the application due date to January 15 and add a description of the time commitment.

C. Cancellation of December CAC Meeting

Teresa Gallegos: It is the recommendation of the steering committee that we cancel the December CAC meeting, so I will entertain a motion that we cancel.

Nick Deluca so moves. Gaylon Logan III seconds. Motion passes unanimously.

IV. Beacon Centers Presentation (*discussion/action item*)

Ken Bukowski: At a meeting a couple months ago there were a number of questions that came up related to the programs and services being provided through the Beacon Centers, and since it's such a significant department investment - approximately 10 percent of the Children's Fund - the CAC decided it would make sense to learn more about the Beacons. Virginia Witt has been the Beacon Initiative Director since February, so she will give some background about the Beacons as a

whole and answer some questions. A number of the Beacon directors are also here to answer questions, because each of the Beacons operates a little differently depending on the needs of their surrounding community.

Virginia Witt: I have some handouts. I'm Virginia Witt, and I'm the Executive Director of the Beacons, and I wanted to thank you for making the OMI Beacon Center the site of your first community meeting; it's great to have you here. I'm going to offer a few remarks that cover some of your questions, and then I'm going to ask the directors to join in the Q and A. I'm going to introduce a few of the directors who are here.

Dave Macgillis: Welcome to the OMI/Excelsior Beacon Center and the "Mellow Yellow" room. I'm really excited to host this meeting and I just wanted to say that the need out here is really great and we've really been stretched in trying to expand. This fall, we had for the first time a waiting list. We had a good summer program and DCYF was very gracious in supporting that, but we went straight into a fall program that there was tremendous need for. There's exciting programs and exciting opportunities for youth in this community, a community that has the greatest youth population in the city. Again, I just want to say thank you for coming.

Virginia Witt: I wanted to just begin, and your handout will take you through a little bit of the initiative history, and a summary of each center. Let me begin by recapping the founding vision. The San Francisco Beacon Centers were inspired by the New York Beacon Centers, and in 1994 a group started here. Five centers started in 1996, and they added another three in 1999. I handed out a fact sheet and one-pagers on each of the centers.

The Beacon Centers were founded with a bold vision, to serve children and youth, caregivers, families and the community. For San Francisco's children and youth, the Beacons were designed to offer a rich youth development program: academic support, leadership, arts and recreation, health – which obviously is essential – and career development, ensuring kids have a vision of their place in society. Beacons open their doors to all kids, it's really a range of kids, and you see an amazing diversity. Most importantly, Beacon programs continue to be offered completely free of charge. The Beacon approach is asset-based. We support them in every aspect of their personal growth. And because of that philosophy relationship building is absolutely at the core of our program. The Beacons also offer a range of program for parents and the surrounding community. And those reflect the particular needs and interests of the community: ESL classes, community celebrations health fairs.

Total participation has swollen to nearly 7,000. This year we had waiting lists numbering in the hundreds at some of the Beacons. We had a surge, and we're still trying to deal with that. This is a clear sign of how urgently needed Beacons are, and in some cases this is happening at school sites where school enrollment is dropping. When we had the summer school crisis, Beacons took the lead in addressing that. And that was with the help of our public and private partners. In Visitation Valley the Beacon Center has launched an innovative peer court program that links youth with community service programs that youth identified.

Our lead agencies and Beacon directors are performing a daily miracle: I've seen a remarkable creativity and resourcefulness. We had a remarkable commitment almost from the beginning to accountability. Public-Private Ventures began a massive study, and that evaluation report is about to be published. The evaluation shows positive outcomes in keeping kids safe, relationship building, and school effort. Moving ahead, we've set up standards for RDA, who will be doing a new round of evaluation. The first report will be out next June, and it will be a key planning resource for fostering continuous improvement.

Last week leaders of the Beacon Initiative came together at a retreat to discuss the future: long-term priorities for the next five years. That's part of an ongoing process. I think that answers most of your questions. There was one question about how the Excel program interacts with sites, and I've asked my colleagues to answer that, but I wanted to wrap up and thank you for the opportunity to present.

Nick Deluca: I have a few questions, but the first is how much of your total money is the money you get from us?

Virginia Witt: I'd have to look back, but I think with in-kind it's somewhere around half. For example, the school district's in-kind contribution is considerable. We have a considerable amount of grant-making to specific centers. I can look at that and get back to you.

Chris Chow (*Richmond Village Beacon Center director*): At the Richmond Village Beacon we serve three sites. The Children's Fund money basically allows us to have a core staff, core administrative staff. When our Beacon was started seven years ago it was

with Children's Fund monies; the Children's Fund money pays for that staff that provides a safe haven, basic activities of recreation; all of those core activities are made possible because of the Children's Fund.

Nick Deluca: I was just wondering if that was because the Children's Fund money was first?

Eli Horn (*Visitacion Valley Beacon Center director*): The Children's Fund money is restricted to youth, but there's other funds we can leverage that allow us to serve ages above that, so for us that's absolutely platform building. Without that money we wouldn't be able to do anything; it allows us to leverage.

Virginia Witt: I think the leveraging is really important: It gives a talking point when talking to funders that there's this core of stability, and that really attracts other funds. I would say initiative-wide, it's probably somewhere between 50 and 75 percent.

Mary Harris: One thing I wanted to ask is if the minimum wage is going to have any effect on the Beacons.

Dave Macgillis: I think it has already. The impact is probably as much as the change in the minimum wage, so the impact is probably about a \$1.50 or \$2 per each person. We've had to look through and do a lot of restructuring because we have to be competitive and retain our staff. It's definitely been a big impact for us.

Mary Harris: Can you tell me a little bit about the court program, and how I can come for a visit?

Eli Horn: It started last year because we had a lot of youth not only from the school, but from the neighborhood, that were already involved in or at-risk of being in the juvenile justice system. We got a group of kids who were able to hear and adjudicate cases, and, depending on the severity, they would be able to go out and do community service; and at the same time it provided leadership in the community because they were able to develop relationships with the CBOs. The good thing about it was that it prevented a lot of suspensions. A lot of kids were being suspended or arrested, so that worked out extremely well. We applied through MOCJ to get money to support that and we came through with a grant for \$75,000 and that allowed us to expand exponentially. It's really working extremely well. It's specifically aimed at reducing those numbers of kids entering the system. It usually meets on Thursday from 10 to 12, when they hear cases. But to get a full sense you need to talk to the kids about the community programs. I would love to sit down with anyone and talk to you about the program.

Mary Harris: I've been involved with the program for adults.

Eli Horn: We are partnering with the police department.

Gaylon Logan, III: You were discussing a program in the Bayview?

Virginia Witt: What I talked about was something we do a lot of. As an example, Visitacion Valley pioneered this court program, and now Bayview is really interested in that. So we can sort of incubate programs at one Beacon and then fan them out. The new director of the Bayview Beacon is working closely with Eli on how she can adapt and bring that program to her Beacon, because they're confronting some of the same issues.

Gaylon Logan III: You have eight centers, why is there just one high school?

Virginia Witt: Chris is a pioneer. There's one at an elementary school and six at middle schools, so we really skew toward the middle schools.

Chris Chow: In the Richmond District the community identified high-school students as being in need. And also the facility was available at George Washington. Our base is there, but approximately 500 of our participants are at Washington, and 200 at each of the middle schools. So even though we're based at a high school the focus is on middle school up, and some of our students at the high school come from other high schools too.

Edwin Florintino: We also have satellite programming at Mission High, for instance. So where it's located is pretty much resource and space issues, but the Mission includes satellite programming in the community. We have a reproductive health program, talk circles; we have a peer mentoring program. So it's a way of scaling it, making sure it goes from small to big fast, and reducing costs as well.

John Avalos: I think I'm not clear on the relationship of funding from the General Fund and the Children's Fund. Does part of it get funding from the General Fund?

Ken Bukowski: Approximately \$150,000 of General Fund money goes to support Beacon Centers, probably the three newest ones at \$50,000 each; and that started when the expansion happened three years ago. So \$2.338 million goes from the Children's Fund, and then \$150,000 is from the General Fund.

John Avalos: Could you add a little bit about the relationship between the school and participants: Is it one to one?

Dave Macgillis: Again it's one of those things that varies from site to site. But the idea is you have a core population from the school. I would say probably 60-70 percent is from Denman, and then we reach out to the high schools and bring them in as volunteers, paid mentorship. As far as bringing them here it's also dependent on turf issues and transportation. So a lot of those things kind of factor in to access to a center, but we are open to all students, all families

Edwin Florintino: We serve 80 percent at the middle school, but this summer we got kids from all over. So it varies depending on the time of year.

Emily Dreblow: I just had some questions about collaboration among the sites and how you relate. How does that play out? I run a collaborative, so I know the opportunities and challenges that brings.

Virginia Witt: So let me give you the initiative-level response: I think it's very much a part of the vision. When the centers were founded it was with the notion that they should be directed by a lead agency from the community, and that would help them stay linked to the community. I think what's happened over time is it's really become this kind of brain-trust of sharing ideas and sharing programs. The directors meet monthly. And then we have our Beacon steering committee, which is a little bit more of a policy committee, but directors also sit on that, and that meets monthly. So these create an ongoing forum.

Edwin Florintino: I think this is a good opportunity to give some perspective to the leveraged resources. The Beacon Centers creates this coordinated citywide program which establishes a standard of care for youth development and after-school. For instance, in our case, we participate in collaborative community groups such as the Mission Planning Council, where every CBO in the Mission has a seat at the table. So it's not only dollars leveraged: it's also relationships leveraged, which helps begin to set that standard of care.

Emily Dreblow: Are there any challenges?

Jason Wyman (OMI/Excelsior Beacon Center program director): There are a lot of challenges that come from collaborating across sites on a program director level. There are a lot of strengths, but in terms of direct collaboration among program there's a catalyst that needs to happen sometimes. We did an event at Golden Gate Park, and that required people to come together. Then there was the Beacon mayoral forum, and that was really a chance for us to come together. Typically there has to be a catalyst, otherwise we're just so involved in crisis response. So when there's some sort of catalyst that allows us to step out of our everyday Beacon life it's really an amazing opportunity. It's really great to get to see what's happening and really get to know these people, because they all have incredible, diverse talents. Another way we collaborate is through School Health Programs, because we're all required to go to those meetings. So through that a lot of collaboration happens. There are other people we get to work with through SF TEAM, and we also have SF TEAM meetings. There's lots of different ways we do it; sometimes it's a little bit more formalized and sometimes it's not so formalized. But traditionally there does have to be a catalyst, because we get so consumed.

Edwin Florintino: I can only speak for my staff, but the feeling is mutual.

Nick Deluca: So what is the reason that there are the number of Beacons there are and where they are?

Michael Funk (Sunset Neighborhood Beacon Center director): I was the founding director here when this was cooked up in the city. I think it would be silly for me not to say that there were politics involved. That was certainly the case, though I can vouch in the Sunset we have no political capital. How things got to be eight and not ten: I think once the Beacon Centers got established and the quality of the program became reputable and recognized other communities wanted Beacons. People started wondering if they could get a Beacon in their neighborhood. At that point the initiative thought they had to stop at eight, because there wasn't the capacity to go past that. If we go too broad before we go too deep we're going to miss out

on important aspects of the model. The promise of the model was that it would go deep enough into youth development outcomes that it would have an impact on the students and on the community. If we would have 12-14 Beacon Centers we would have missed what that model was about. Now I think there are things we can put in the back and say, "These are things that we think are critical features of the Beacon Center that need to be found in every neighborhood." This is now a model that is scalable, not only in San Francisco but in other cities. Where those eight were and how they were placed is a different story.

Tim Daniels: I'm interested in learning more about the staffing of the different centers: How many staff are at a typical center? And then also, if you can comment on your collaborations with other CBOs?

Dave Macgillis: It's a great question. We have about 20 staff: four full-time exempt staff and the rest are hourly part-time and one or two full-time hourly. Our lead agency is the Urban Services YMCA, so we're all YMCA employees, and we go through their hiring process. We have a fairly low admin. staff: myself and Joanie Tan. The rest are doing direct service: coordinating programs, working with youth, doing case management.

Tim Daniels: So would it be safe to say that the majority of programs are delivered by staff?

Dave Macgillis: No, a core portion of those. The rest is done by working with other CBOs. We have Stonestown coming in and doing programs, Streetside Stories, TILT – a multimedia education program. So we do have relationships with other folks and the challenge is money

Tim Daniels: Being able to pay these other service providers?

Dave Macgillis: Sure, being able to meet the needs.

Tim Daniels: Do many other CBOs come in and get some support but not receive financing?

Dave Macgillis: It varies. We have one with Balboa Teen Health Clinic. But we're also working with a lot of agencies around referrals, for case management; our case managers are constantly talking to other case managers. So there is a definitely an emphasis on the fact that we need to work together.

Tim Daniels: Is that staff of 20 pretty similar at others?

Edwin Florintino: We're the oldest running Beacon, and we're at about 26 right now. About 50 percent provides programming; the other half is subcontractors. We recently started a program where we pair up with CBOs and we do fund matching. Volunteers play a great part; we have peer mentoring and tutoring. So it's a mixture.

Eli Horn: Ours is about 40. The interesting thing is we have to be very careful about being culturally competent, so my challenge is to hire staff that have different language capabilities.

Tim Daniels: Just one last question regarding the Public-Private Ventures evaluation: It appears that close to 50 percent of programs are provided by outside service providers; did they have input on that evaluation?

Eli Horn: CBOs and the community were engaged fully.

Michael Funk: Anytime a kid was in a program that was included. Some of them have their own funding and it's difficult to get them to participate in an evaluation.

Dana Lung: I apologize for being late: I got stuck at work and then in traffic. Can you just outline the differences of support in terms of the core funding, partners?

Virginia Witt: Roughly what's sticking in my brain, it's almost \$2.5 million from DCYF. Somewhere in the neighborhood of \$1.6 million is leveraged. Now how that plays out in individual centers is very different.

Dana Lung: So the partners are really center by center?

Virginia Witt: These guys are all incredible entrepreneurs in terms of leveraging; in terms of thinking about ways to use the core funding to leverage, it really varies.

Dana Lung: So all of them have the same template except the Sunset Neighborhood Beacon Center. Is there a reason why?

Michael Funk: Our core funding is the same as everybody's.

Virginia Witt: It should all be consistent.

Michael Funk: I think what you see on ours is that ours does not break out core and leveraged.

Dana Lung: I happen to work for one of the core funders and they're not listed so that's why I asked.

Teresa Gallegos: I'm actually going to ask for one last question, John. I will let you do that, and then I will take public comment.

John Avalos: I know there's been a history of collaboration with SFUSD. How is that shaping up now? Are the bugs getting worked out?

Dave Macgillis: We have an MOU, and that was the first, that was put in place this year. And that spells out clearly what space we have, when we're open, when we have to pay for a custodian.

John Avalos: Is everyone satisfied with that?

Edwin Florintino: The costs of operating with the school district still fall on the Beacons.

Virginia Witt: In some ways we're lucky to have it; and one demonstration of that is with the summer school issue. We were in a position to be able to work something out and expand our numbers. We had this platform of this MOU helping us out.

Teresa Gallegos: I am interested in how many of your kids have disabilities, and what your program access is and what the penetration rate is. I understand staff ratios. And I'm actually bringing this up because it's 11 percent of the school population, and a huge amount of parents and folks in the community who would benefit from that particular service. You know, all the things that we can do to help kids that have special challenges. And be honest, because it's really close to my heart because my own child is disabled and it's extremely difficult to find programs. I actually asked you to come because I want to know how the monies you get from the school district and from DCYF expand those services. Are we actually able to serve more?

Eli Horn: We are able to serve exponentially more. I would say 70-80 percent more. It allows us to go out and do tons more and attract more funding, at least 80 percent more than we would be able to do.

Michael Funk: In relationship to your second question: At the Sunset Beacon Center we have four school sites, and in those we have funding from School Health Programs for 550 slots. The Beacon, overall, serves over 1,500 youth, so that gives you some idea. In terms of the first question – and Dave and I spent a lot of time together – we spent some time at the Seneca center working on allowing children with developmental delays to participate. There were some very visionary special ed. teachers working at AP Giannini that helped us. It took us almost a year and a half of negotiations, but what we were able to establish was that any family who wants to participate has that additional funding from Golden Gate to do that. So we serve 100, 101, 102 kids through that; it took a lot of work. Technically these programs are now operating through Prop. 98 money in part, so the fact that we have core money through DCYF allows the Golden Gate Resource Center to do that. I'll tell you that School Health has had conversations about how to do that across sites. At least officially, we're now at least one other school.

Teresa Gallegos: I know it's hard; it's like being at a restaurant trying to split the bill. I would like to see more of those slots open up because it's good for those kids and all the other kids in terms of promoting community, which I think the Beacons do a great job of. We'll take public comment, is there any

Joe Wilson (*Coleman Advocates for Children and Youth*): We have some organizational history with the Beacon Initiative that predates my time at Coleman. As I recall, that conversation was essentially applying the Settlement House model – the center

as a resource to the community – and for that to happen there needed to be investment and support from the community. I recall there was a study out of the Department of Education that most kids make the decision to drop out long before high school. So one point here was the discussion around kids' exposure to violence, and one effort to address that was really to focus some resources in middle schools, hoping that the states would actually mirror that. It is exciting as an organization to see the growth and evolution of the Beacon Centers, and to see so many neighborhoods now invested in what's happening in their schools; I think this gives us the opportunity to do some strategic planning and investment based upon what's ~~not~~ happening in the schools. This is a real opportunity to highlight the need, and some results we can achieve by doing that.

Mary Harris: Can I just say that I would like to see the MOU with the school district. I thought prior to this MOU that we had more access to partner with the Beacons at the school site than we do now. Whatever the MOU says, it's not weekend-friendly and evening-friendly, so I would like to see that so we can gain back whatever was lost.

Teresa Gallegos: We certainly thank you for taking the time out to give us a better understanding of the Beacons, and we hope we can have another CAC community meeting at another Beacon in the future.

V. Children's Services Allocation Plan – Resolution of Support (*discussion/action item*)

Nani Coloretti: We're really excited to share with you the CSAP. It was a massive undertaking. Tajel Shah did an incredible job project-managing this and she's going to walk you through what the process will be.

Tajel Shah: I wanted to actually walk everyone through the Word document, because I think it will help us understand what we have done and where we're going. The steering committee met last week and reviewed the allocation plan in terms of the specific dollar amounts. So I want to go through the document that was introduced to the Board of Supervisors by Supervisor Daly, and cosponsored by Supervisor Dufty.

The planning process started with the CNA, as many of you know, to find out what the needs were; and we found out a lot of information. We found out about stress, college opportunities, violence. We learned about affordable child care. The overarching principle of the CNA was not only what was happening, but why, and what the possible solutions were.

We then moved into the CSAP. The first step was: What's all the money going through the City to the 0-17-year-old population? The top line on those findings are on pages 14 and 15. We had around \$317 million going to the 0-17-year-old population; it doesn't include the schools, juvenile justice, the police; it's more of the enrichment and enhancement. Of that, the Children's Fund is around 10 percent. DHS and DPH are the largest contributors, with most of their dollars coming from the feds and the state.

Then we started a community process, and we really spent time talking about the values of the Children's Fund. Obviously the goals in the Children's Amendment are great, but you can't do them all. So we needed to prioritize those goals in a way. We used all that info and came up with our ten priorities for the Children's Fund over the next three years. Once we figured out what the areas were, we had the task of figuring out what the percentages were. And how you do that in the public domain when everybody has an interest? So we did internal discussions and determined the allocations. One: We looked at the CNA findings, the community stakeholder discussions. We looked at the role of other departments: Is it what they should be doing, and if they're not doing a great job, how do we help. We examined the existing funding: is the Children's Fund the primary funder. There are some areas like youth employment where if we dropped out there would be a dearth.

We talked a lot about what the Children's Fund is intended to do in relationship with all the other dollars. We talked about what was necessary in order to accomplish the subgoal, and what the expenses are. Lastly, and equally as important, we looked at what other General Fund funds DCYF facilitates for those priorities. And then we looked at what we already put toward that priority. So after we looked at all those things and stirred a lot we were able to come up with the percentages

So let me just go through this and then talk about what it means. So these percents are the allocations of the Children's Fund and how we will grant our dollars. Some of them are kind of soft and some of them are kind of hard. The way it will be in the RFP is really different, and there were lots of reasons for this migration. One is: in the legislation we had to be accountable, so we needed to be fairly specific. The other reason why is we've been working on outcomes evaluation and results-base budgeting, and we wanted to continue to build on that, but build on it in a way that makes sense to the organizations we fund and to the city. So how it will look different is that in the past agencies were able to apply and choose

whatever program outcome they feel maps to their programs. What we've always hoped to accomplish is looking at programs apples to apples, and that's really hard.

What will be different is that only programs that work within these subgoals will be able to apply. And there are outcomes already associated, so you won't get to pick. Each one has maybe four or five performance measures. So we're going to be able to say more specifically what's being done, without being prescriptive on how it's done. How you get there is up to you.

What has changed since the steering committee saw it is we talked a lot about special needs. We do have a subcommittee of experts and providers working on special needs; it's not totally embedded. The measures may be different for the special needs community, so that's how we've addressed it.

We heard a lot from the 0-5 community on making sure there's parity within the funding structure. People were concerned that the 8 percent wasn't enough in terms of the need. So one thing we did is we reaffirmed the General Fund commitment to early care. In addition, we have added the 0-5 age group as a target population within a few other subgoals.

Starting on page 21, you'll see we rearticulated that, irrespective of what is being funded, we were going to stay true to core principles and organizational qualities. We will continue in our capacity-building role as well. And then if you go to page 23, at the steering committee people we're really considered that we don't hold individual organizations to every single condition because that may be overzealous. So we wanted to make sure that these conditions would be addressed, but we're not demanding that every CBO is really, really comprehensive.

One last thing around funds: On page 34 you'll see that DCYF will continue to set aside funds for emerging needs – these were the funds we were able to access this summer during the summer school crisis – as well as to deal with capacity building in neighborhoods with a low penetration of CBOs. You'll see on page 36 our role as a public foundation, our continued commitment to the initiatives. And then all the way at the last page, I just wanted to acknowledge the CAC for really pushing DCYF and me, and making sure that this is as inclusive and comprehensive as it is. You've been really strident at making sure that we talked to a lot of people and I think that's going to help this get passed and supported.

Teresa Gallegos: Lisa called me, and she said it looked about the same and the minor changes were acceptable, so she did urge the committee to pass the resolution. And then Veronika called with a question around being able to access that money for 0-5 when there are competitive target populations; so making sure that the RFP includes the 0-5, and doesn't exclude them.

Tajel Shah: Because of those discussions around parity, we did include that the Children's Fund will continue to have parity around 0-5, 6-13 and 14-17. We'll also develop performance measures for each group in the RFP.

John Avalos: I'm not sure if it's been answered before, but do these percentages represent changes from before and where are they?

Tajel Shah: I'll just tell you what decreased, and if it increased if it was marginal. In the past the Children's Fund did not allocate by outcome; so whatever percentage existed, it existed because the CBO said, "I want to do this." It was never by what we thought was important based on what the community said. I do think it's important that folks know when we talk about percentages from the past it was because that's what happened. We didn't fund to hit any percentages, we just funded based on what people said they wanted to do. So we balanced it by looking at the past, and what we wanted to do.

John Avalos: So when you say past?

Tajel Shah: The last two years. Goal one, that was an increase. Physical activity was also an increase. Literacy was an increase; interesting thing about this one is there are very few providers working on math. Career path: I think went down a point or two. Child care went up around two percent. Family resources I think went down one percent. Safety went up because of all the issues we're experiencing. Contribution to the community went down, primary culture went down, and employment went up two to three percentage points.

Let me talk a little about contribution and cultural competence: We embedded youth development in all the issues, so that was one reason. Around culture we made cultural competency a core organizational quality. So I'm not saying we didn't decrease it, but it is in other areas.

Teresa Gallegos: I just want people to know that we may go over time.

Nick Deluca: What are we doing with this tonight?

Teresa Gallegos: Actually on the table there is a resolution, so that resolution can be passed forward to the Board of Supervisors.

Ken Bukowski: So the resolution you see is basically the same. Hopefully it will go before the committee on the 8th.

Nick Deluca: Once this happens, is it fixed for three years?

Tajel Shah: No it's not, changes can be made by the Board of Supervisors.

Nani Coloretti: It's our intention to grant for three years, and it's in the law, and it allows CBOs to plan. The second thing you should know is that there is language in the CSAP that says to the extent that we go and RFP out, we're going to have to find high-quality proposals; to the extent we cannot meet them, we're not going to grant out all the money and we're going to do targeted RFPs, because one thing we've heard from the CBO community is that we don't give new CBOS a chance.

Tajel Shah: We grant for three years, but we renew the contracts every year.

John Avalos: I'm just kind of curious about how the resolution was made before the CAC had approved this.

Tajel Shah: It was just timing, which was why we brought it to the steering committee. The reason we had to introduce the resolution yesterday was because they go on holiday and we need the Board of Supervisors to approve this so we can put out the RFP in February. Ideally, if we had time, we would have backed out. We had you guys look at the subgoals in October.

John Avalos: I just think coming from an organization that helped draft the Children's Amendment, the intent was that the CAC would help approve these things before they go before the Board of Supervisors. I'd like to see in the future that they go before us.

Tajel Shah: You're right.

Teresa Gallegos: Any public comment?

Joe Wilson: I certainly want to echo John's process point, because it's an important one, so I wouldn't want that to be lost; it speaks to the responsibility and accountability mechanisms. I think that overall it reflects a lot of effort on the staff's part to engage the community and bring some rationality to the process. On page 17, the allocation of funds by revenue source, the private funds represents what?

Tajel Shah: It's really small, because very few private foundation put money through the city. So it's only foundations that filter funds through the city.

Joe Wilson: So if a Beacon Center would raise foundation money that wouldn't show?

Tajel Shah: That's right; we are tracking private foundations in another process.

Joe Wilson: On page 21, the analysis of core practices: I'm interested in the connection between that and DCYF's role as a capacity-builder. There isn't much about DCYF's role as a capacity-builder and community builder, and that's always been part of the vision. One: There are plenty of foundations, so bridging that gap between a funder and a community builder is important. From my personal viewpoint, looking at organizations founded by African-Americans that have come into problems...

Teresa Gallegos: You have another 30 seconds, Joe.

Joe Wilson: The other point I mentioned before about the upside and the downside of DCYF being the primary funder of youth employment: It lets a couple of organizations off the hook.

Jason Wyman: I just want to say thank you for including math, because everything that I've always been told has been around literacy, and I've always seen that need. It's a huge need and it's a huge gap in terms of what young people are learning. I'm glad that math is finally going to be funded.

Teresa Gallegos: Hearing no more public comment, I would entertain a motion to pass the allocation plan.

Nick Deluca motions, Emily Dreblow seconds, passed unanimously

Teresa Gallegos: Do we want to have some discussion around the resolution?

Emily Dreblow: Maybe a special meeting next time?

Teresa Gallegos: So I would entertain a motion to pass the resolution.

Nick Deluca motions, Emily Dreblow seconds, passed unanimously

VI. Staff Updates

Ken Bukowski: The Mayor's Budget Office will probably release budget instructions for 2004-05 at the end of the first week of December.

Winna Davis (*DCYF Acting Director*): As all of you know, Brenda Lopez has been out for some time, and she's now officially on disability. Mayor Brown has appointed me as the Acting Director, and very frankly the new mayor will likely appoint a new department head shortly after taking office in January. In the meantime, we will continue to operate similar to the way we have throughout Brenda's leave..

VI. Announcements

Mary Harris: A group met at DCYF to work on the fact that the community really wanted to see the Excelsior Youth Center opened on Saturdays, and DCYF found a way to do this until the Center can apply through the RFP. I really appreciate that.

Teresa Gallegos: Any other announcements?

Tajel Shah: I have an announcement: Dana got married!

Joe Wilson: We're cosponsoring a mayoral discussion this Saturday: 3:30 with Newsom, 4:30 with Gonzalez. It's a little bit different because we'll just sit down with the candidates individually.

Meeting adjourned

Children's Fund Citizen Advisory Committee
1390 Market Street, Suite 900
San Francisco, CA 94102



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Department of Children, Youth, & Their Families
Children's Fund Citizens' Advisory Committee

NOTICE OF MEETING CANCELLATIONS

Neither the Steering Committee nor the full Children's Fund Citizens' Advisory Committee will hold their regular meetings for the month of December. The next regularly scheduled meeting will be for the Steering Committee on Wednesday, January 7, 2004. An agenda for this meeting will follow in late December.

For More Information, contact: Ken Bukowski, 1390 Market Street, Suite 900, San Francisco, CA 94102, (415) 934-4844 or KBukowski@dcyf.org.

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Department of Children's Services
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, January 21, 2004

5:30 – 7:30 pm

City Hall, Room 201

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Committee Members

John	Avalos	Lisa	Gray
Veronika	Cole	Mary	Harris
Tim	Daniel	Gaylon	Logan III
Nick	Deluca	Dana	Lung
Emily	Dreblow	Max	Wang
Teresa	Gallegos		

- I. Roll Call & Call to Order
- II. Review Agenda (*discussion/ action item*)
- III. Approval of October & November Minutes (*discussion/ action item*)
- IV. 2004-05 Budget & General Fund Reduction Plan (*discussion/ action items*)
 - a. DCYF 2004-05 department budget
 - b. DCYF general fund reduction proposals
 - c. Report on childcare community planning re proposed state & local cuts
 - d. Letter urging immediate release of funds to hire Child Care Coordinator
 - e. Meetings with Supervisors
- V. CAC Focus Areas for Next Six Months (*discussion/ action items*)
 - a. Plan for engaging youth as part of the CAC/YFYI Subcommittee
 - b. Recruitment plan for new CAC applicants
- VI. Staff Updates (*discussion/ action item*)
- VII. Announcements
- VIII. Adjournment (*action item*)

*Public comment will be taken during each item on the agenda. Should you wish to provide public comment on an item you must fill out a "Speaker's Card" and submit it to the Chair. Remarks are limited to two (2) minutes, unless an extension of time is granted.

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San Francisco
Department of Children, Youth & Their Families
Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, January 21, 2004

5:30 - 7:30 pm

City Hall, Room 201

I. Roll Call and Call to Order

Members Present: John Avalos, Veronika Cole, Tim Daniel, Nick Deluca, Teresa Gallegos, Lisa Gray, Mary Harris, Dana Lung

Absent: Emily Dreblow, Gaylon Logan III, Max Wang

II. Review of the Agenda (*discussion/action item*)

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III. Approval of October and November Minutes (*discussion/action item*)

This item was postponed until the February meeting.

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IV. 2004-05 Budget & General Fund Reduction Plan (*discussion/action items*)

Ken Bukowski: On the back table there are two items that will be helpful for this budget discussion. The first is a memo from myself. The other item is a spreadsheet, and I want to walk through this in pieces because I think the biggest discussion is on the contingency plan. As is stated in the memo, we've already given the Mayor's Budget Office the mid-year plan, and that was made up of current contract savings that did not require any cuts to existing programs.

The main column to explain relates to the proposed cuts needed in order for the department to reach the lower amount of general fund support that is provided for 2004-05. Each department was given their General Fund allotment for 2004-05 and it was decreased by approximately 5.5% from the current year due to COLAs and increased retirement costs. So what that meant to DCYF is our General Fund allotment dropped, and in order to deal with our 04-05 budget we need to cut approximately from current expenditures.

The first cut listed on the spreadsheet is savings from cutting the child care administrative assistant position: the current proposal is to cut that position. The next item is money for CARES administration: that money was cut from our budget last year and mistakenly continued for 04-05. We hadn't planned for it to be there so it makes it easier to cut it, and that represents an admin. cut. The next item down is \$263,000 in add-backs: that would be cutting all of the 02-03 add-backs to specific agencies and those specific grant amounts are listed. This \$263,000 was proposed for cuts last year and was one of the cuts we did do, but these funds were added back into the department's budget. They may do that again but that does not mean we would have to find another \$263,000. The next is the Delinquency Prevention Commission: it no longer exists, so there's no program to fund. The last item is a portion of the unallocated funds that are not currently for any program or initiative. So what I'd like to do at this point is see if there are any questions on these cuts.

PUBLIC COMMENT

Melinda Felice, CPAC coordinator: I am concerned about cutting the child care admin. position. I have no problem with leaving it open a little while longer but I'm afraid if it were cut, will we ever be able to fill the position again?

Natalie Brutto, Wages + Family Child Care: I want to address the add-backs - that all affects family child care providers. As you all know family child care providers took a big hit in October and are going to take a huge hit with the governor's new budget. These things are all things that are going to enable providers to meet the standards that the state is going to require them to meet. If you cut these programs too you might as well cut family child care in San Francisco. So when you look at cuts, look at what this is going to do to the child care community.

David Fleishman, Partners in Quality Child Care Initiative: We're doing assessments in preschool classrooms to help support quality, by doing technical assistance. I'm really excited that the child care coordinator position is going to be filled soon. I urge you to reconsider cutting the admin.; as much as the position is necessary I would like the coordinator to have the resources to achieve in the job. I'd like to second what Natalie said about the add-backs to the Family Child Care Association. Their services are vital to families and children in the city so I urge you to put that money back in. Thank you.

Caroline Vance, SF CARES: I have never felt so demoralized after we all fought so hard. The city has made a substantial investment in its child care providers; they've really stepped up to the plate and not a minute too soon, because of what's coming up from the state. It is very brutal; it is slashing all child care. Somebody said about it, "Why don't all child care providers just write a check to Lexus owners?". I really want to echo others and say that this will be devastating. This is small business that contributes to economic vitality and the ability of parents to go to work.

Joe Wilson, Coleman Advocates for Children and Youth: I actually had a question. Did I miss the part with the \$770,000?

Teresa Gallegos: No, that will be the next part of the presentation.

Joe Wilson: So the first bullet on the memo – is there a document outlining what cuts those are? It would be helpful to see that. It's far more helpful to see the entire department's budget. I don't know if the Controller has come out with the nine-month report so that's a question. The last point here is it seems to me that given that DCYF's General Fund budget doesn't contain a lot of admin., I think the CAC should write a letter to the mayor saying you can't do these cuts without cutting services. Again the Fire Department doesn't have any problem playing hardball with the mayor when they need to, so I think the CAC needs to force the Mayor. We never see all the options, so that's not good policy.

Ken Bukowski: So in relationship to cutting the child care admin. position. If it is cut in the 04-05 budget the department would have to propose in the 05-06 budget an increase to add the position. It seems very unlikely a position would be added to the budget. Once you cut it, it is harder to put back. There is additional Children's Fund revenue projected for next year and we can look at that. The spreadsheet here shows where there is Children's Fund investment.

Veronika Cole: I was just wondering if it would be helpful to talk about the changes to the child care budget, because it's relevant to the discussion at hand. They're speaking about subsidized child care; there's a reimbursement rate set by the state, and part of what's been proposed is a tiered reimbursement system and one of the top levels is accreditation so in order to maintain what you have now you have to have the highest level of qualifications. That means that there needs to be new resources into the child care training and accreditation systems because of the cuts.

Nick Deluca: I'm totally fine with the idea that we take something to the mayor. But if the cuts might happen anyhow we have to be involved with the process. So maybe politically there are other opinions about that but we need to operate on two tracks. The third thing has to do with the add-backs: we've talked at length about the criteria for funding programs. We talked about moving programs that were funded one way into the RFP process, but I think that the reason for those criteria is these meetings are really hard to have, and that was to give us some thoughts as we come into this meeting.

Teresa Gallegos: We did spend a considerable amount of time talking about where we thought the cuts should come from. At this juncture there aren't any good cuts at all. So don't take it, and let Gavin be in the position to do it. But we do have the criteria that we did come up with as a CAC, and we did discuss that and felt that one of the issues that we wanted to have a meeting on is that there are no programs that don't serve children and families directly. We don't have any jobs like Ken's that we can just say, cut it. So in that light we have started doing some lobbying around this. So if there are no other comments I'll let Ken go to the other part of the budget.

Ken Bukowski: I just want to be really clear about the CAC's role. The department has to enter cuts into the computerized budget system and we would like to get the CAC's input, so if these are not the cuts you want to put in you should say something. We have until the steering committee meeting to make that decision, but we are hoping to get that feedback from you. If we don't have that input then this is the direction we will head. We can work together and lobby later, but some cuts need to be put in.

Teresa Gallegos: So now that we have a clear idea of what DCYF is looking to us to do, maybe we want to think about it and go to the next part? Can we do that, let Candace present? My concern was that I didn't want to just give child care an overview of the cuts so I asked Ken if there were other people that had input so we don't make a one-sided decision.

Candace Wong, CPAC chair: Thank you for giving me the opportunity to speak. I'm the chair of CPAC for the city. CPAC is appointed by the Board of Supervisors and the Board of Education, and our mission is to create an agenda for child care in the city. We send a certain message when we offer cuts – and that sends the message that we're willing to do this. So don't approve these cuts. I really appreciate the efforts of staff at DCYF, and they're trying to make the cuts as least painful as possible. But I say to you to say no, because once we offer up these cuts with the recommendation of the CAC it's taken as a recommendation.

We at CPAC advocate and drive the agenda for early care and education in the city, but it would be irresponsible for us to say don't cut child care when kids are losing a variety of services in the city. We are trying to start a collaboration – and CPAC is coordinating that along with Coleman – and we invite CAC and you folks to be a part of that. I think as a city we need to send a message loud and clear that these cuts cannot continue to happen and should not happen on the backs of children and families. I'm not going to go into the background of the child care cuts; basically these proposals are really going to dismantle the system we've developed. So whether it's coordinating to do some press, we need to do that. As a city we need to fight those cuts, but as the leadership within the city we need to respond to the needs of children and families. Basically we are forming a coalition, so if the CAC were to identify a key person we would be happy to keep in touch with that person. I think each year we've just offered up cuts and we can't keep having this happen.

Joe Wilson: We're also standing to lose \$3 million in juvenile probation grants.

Lisa Gray: My comment is more around the CAC process. We have spent at least two to three meetings looking at the proposed cuts, and I think the general misconception is that the CAC rubber-stamps what the department proposes. And that's not true: we have great discussions and debate. I think the community should know that we do have a plan so that we don't have to make these kinds of cuts, but the reality is the administration is asking the department to do this, and at some point they will have to do that. We will lobby Supervisors; we will go to the mayor to voice our concerns. And in addition to that we have questions about General Fund cuts and how that affects the CSAP, and how that gets spent. So I think I'm concerned about the community understating that we have to make some decisions. It would be to our advantage to see you folks not only at these meetings, but at our steering committee too.

John Avalos: Jog my memory about the baseline budget, but I'm wondering how that can come into play in protecting us from cuts. Is there any way we can get some info on savings from the Controller's Office on what should be protected?

Ken Bukowski: Currently, the city spends millions of dollars over the baseline, so the city could go in and cut children's services by \$6 million without going below the baseline. As General Fund revenues go down, so does the baseline. So the perception that a program is in the baseline and can't be cut is inaccurate. So if the city wanted to, they could cut \$6 million and still meet the requirements of the Children's Amendment, within the law.

Mary Harris: I think I'm trying to understand the public comment, so were going on parallel tracks; possibly accepting this, because the choices are pretty good. It sounds like the public comment says there's a third option, which is we can send this in but it doesn't have our approval, not because we don't agree with DCYF on how they made these choices, but just on the idea that there is no room, there is no fat, so we can't in any way endorse this.

Nick Deluca: That occurred to me too, that we can send it on without our seal of approval. We could all decide to resign, but we should have something to say about the first round and the second round. Under these circumstances I think it's pretty hard to say we should spend money to keep a job open. So the only place is really the add-backs; everything else I think is fine.

Teresa Gallegos: I just want to remind you that one of the discussions around the add-backs is that the community year after year after year has been successful in getting it. So last year they gave it all back. So as a strategy that's really what we had done, but we could ask if there are people here from the agencies who want to talk about it.

Ken Bukowski: One of the criteria that the CAC developed is to continue to align and look at the priorities in the CSAP, so the department sent out letters to other departments and told them to look at the CSAP, with the thinking that they should apply for funding through the RFP.

Teresa Gallegos: I actually have a proposal to make: I think this is one of the times when we need to make a resolution saying we don't care what we need to put in the computer because the computer doesn't care about the kids and it's the position of the CAC that those cuts don't be taken. Although I know we have to do it, it doesn't necessarily mean that we have to agree with it. And one of the things we might put in there is that it's no reflection on the work that DCYF has done. That resolution would then be forwarded to the mayor and taken to the Board of Supervisors.

Veronika Cole: When's the due date for these cuts?

Ken Bukowski: The last day is February 20th; the reality is that it needs to go a week before.

John Avalos: And we meet on the 11th? Can we get a sense of year to year how the baseline has shrunk, so we can talk about that?

Ken Bukowski: I will send out more information on the baseline. This is part of the reason why other advocacy groups are saying don't look at the baseline; just freeze funding.

Lisa Gray: I'd like to move that we don't make a decision on this item this evening, and that we send it back to the steering committee and propose a resolution that allows us to make that decision.

John Avalos seconds.

Mary Harris: I was going to say that that's fine with me as long as a resolution is prepared prior to the steering committee meeting so we can look at it and tweak it then. I also just want to throw out that while we're thinking between now and then that I don't think for a minute that these are going to be added back again. With everything I see and read it's just going to be so horrible, with everybody like piranhas. Last year it took probably a year off of my life testifying. Everybody's going to be there, so we need to be at the forefront.

Teresa Gallegos: So I'd be glad to work on a proposal.

Lisa Gray: I'll work with you on that resolution.

Teresa Gallegos: Tajel [Shah, DCYF] reminds me that we don't need a resolution.

Veronika Cole: In light of what Candace has said I think it would make sense to work with those groups too.

Lisa Gray: Also for community members: if you have language that you want to be included in the resolution forward that to Teresa or someone in the department.

Tim Daniel: So what is going back to committee is a discussion on what this resolution will say?

Tim Daniel: I think developing a skillfully crafted resolution is good, but as far as approving the budget cuts DCYF has to do that, so if there is something saying not \$511,000 but \$263,000. I'm assuming there's been that discussion. So maybe the CAC says we acknowledge all the work that DCYF has done and we've looked into it, but this is what we do support.

Nick Deluca: I guess I think something slightly different: I think we should have the strongest resolution we can have, but on the other hand if you are going to take that \$511,000 if there's anything on this list that we absolutely don't want to be in there, we should say that. If you thought there was something in there that you just can't take, you should say that so if those guys make that decision because they have to, they have our input.

Maria Luz Torre, Parent Voices: My question is kind of answered partially. So if you don't propose these cuts is somebody else going to take these \$511,000 in cuts anyway? So they might just pick whatever they want, is that how it works?

Teresa Gallegos: Really when we talk about it, do we want them to take the phantom programs? So we're going to go back to our steering committee and have a conversation around that, and hopefully it will have all those points in it.

John Avalos: They were originally funded with the understanding that would be funded annually. I just feel like the Family Child Care Association has been one of the most important ones we've seen, and a lot of their funding comes from the General Fund, and from the get-go the assumption was that the city would make that commitment annually.

Ken Bukowski: The last column, which I thought would be the longer discussion, is that each department has been asked to make a 10% cut. If the city found they would have to make additional cuts to the department then they would begin going department by department and taking pieces of this contingency plan. So they might take \$500,000 from us and a million from another department. So we have provided these cuts with the similar assumption that the CAC would lobby the mayor saying none of these cuts are possible. The department at this point doesn't really have a plan, so the only way to do that is proposing programs. So we thought it was appropriate to hear first from the CAC and the community. What is out in here right now is just a few possible items, so I'll explain those and we can go from there.

The first is \$453,000 for the Health Kids program. Obviously the department doesn't think this program should be cut, it's a valuable program, but we don't think those dollars should go through the department, because the department is given those dollars to give to DPH, and then we have to make those cuts somewhere else. So the alternative is we propose those cuts from somewhere else. So it's our opinion that it's a discussion between the Mayor's Office and DPH, and DCYF shouldn't be a part of that.

We included a proportional cut for the rest. The other cuts that are there are prior-year add-backs. And so all of the other cuts are the remainder of the add-backs to specific agencies. The thinking is that these programs do not go through a competitive process, some of them aren't evaluated, and they can all apply for the Children's Fund RFP. So those are some initial ideas. The reality is that we have to come up with \$1.5 million of ideas.

Lisa Gray: So we're at \$688,000, which means there's another \$400,000 to be made?

Ken Bukowski: No, another \$800,000.

Teresa Gallegos: So do we want to do public comment?

Maria Luz Torre: I have a quick question about the pass-through funds. You mention that it will be handed over to DPH: is there a guarantee that if it's taken away from DCYF that DPH will get it? And does that then mean that there is \$437,000 freed up for other projects?

Ken Bukowski: This \$3 million is basically the funding that the city has committed to the program. Last year the department agreed to pick it up with the understanding that the following year the city would pick it up through the General Fund. Now what funding level the city will continue to do, ultimately DCYF has very little to do with that decision. It's basically that DPH would say how much they need and then the Mayor's Budget Office would come back and say here it is. Basically if the \$3 million was not in our budget we would have to cut only \$1.1 million instead of \$1.5, so we could use that money for something else.

Judith Baker, South of Market Child Care: I want to speak in favor of one of these programs because I feel it's particularly vulnerable. The SF CARES program has greatly assisted us in stabilizing our program. To give you an example, last year I had a teacher leave with a pregnancy, another teacher was on emergency medical leave. I got a complaint from a parent saying my child is suffering, so I went in myself and tried to do what I could with the situation. But it reminded me that I hadn't had a complaint like this for two years. Two years ago, I had five or six of these complaints every day, because the children were suffering. I would really like this to be seen as a direct-service program, and not a program that's superficial.

Judith Flynn, San Francisco Child Care Providers Association and Montessori Children's Center: I would like to ask Ken a question about CHALK. Because what I read makes me think that it's a program that's helpful to youth who need it, and if that's the situation, and if \$100,000 can save a youth's life then you can't cut that. So if someone can enlighten me?

Joe Wilson: Couple of comments. Personally, organizationally, we don't believe that either Youthline or Youthspace should appear on any cut list. Those are citywide treasures and our organization has been actively involved in the creation of those, so I'll repeat it: neither should be on any cut list, period. I may very well be wrong here, but my understanding is that any time any department falls below its baseline it requires permission. I think at the same time we've identified \$808,000 in additional Children's Fund revenue for the coming year, we still should be looking that juxtaposed with any other line-items to possibly avoid a General Fund cut. Underscoring the point of being able to see the Children's Fund in its entirety, and seeing how program officers in the Children's Fund's workloads are compared with program officer in the General Fund.

Xiomara, Youthline: I'm going to let you know what Youthline does. We provide options and support; we have outreach; we go into the schools, into the streets; we have a website everyone can go to if you're looking for a clinic and it shows you if it's free, what services they provide.

Isabella, Youthline: Another part of Youthline that is not much talked about is our youth development component. I worked myself up with the support of the staff, and youth development is a huge thing we work on and practice on a day-to-day practice. A lot of the youth we employ are taught skills that I never thought a youth would learn. We hired recently and we ran the entire thing and that gave us complete ownership of the process. It's an incredible environment to be around. Anyone who comes to work with Youthline will never forget it. It's something that really impacts the community: we're

taught that we don't have to just flip pancakes or burgers, but we're going out there to support youth like us. That's something that's incredible: kids will come in with nothing and walk out feeling like they can do anything.

John Avalos: I used to work with Youthline, and I just know that seeing how young people really learn some really great skills, I could see that really happen.

Xiomara: The first time I ran away I was 11; I was in a bad mood. I was never home; I was thinking I'm grown. I was a gangbanger; the streets was my life, and I couldn't be home for more than 25 hours. I thought the people in the streets were my family. One day I got of YGC, and I met Ruth, and she was on me so I said I would try it out. I got hired and I had an eighth-grade level in school. I don't even know how I got there. Through the training I learned hecka stuff. I'm a good public speaker; I put a training together all on my own with my team members; I taught other youth; I can do schedules; I can write agendas. I could probably work with y'all.

Teresa Gallegos: We're looking for people here: we have spots open for dynamite youth.

Xiomara: I was supposed to get off probation after a year and six months, and I got off in six months.

Ayoka Turner, YouthSpace director: I think this is an incredible example. There's very few initiatives that are youth-led and two of them are on the chopping block here. For a relatively small amount of money you get incredible leaders. I think there are incredible stories of these youth.

Lisa Gray: There are program representatives here who don't have a cut in their line-item but that could come.

Natalie Brutto: I made a mistake earlier when I was speaking about the add-backs. I would just like to reiterate that child care is going to take an incredible cut from the state, so don't cut any more from the city level. I would also like to point out that the add-backs to the Family Child Care Association administer programs, so it just doesn't make sense to cut them.

Caroline Vance: I'm the program director for SF CARES, and it's one of the programs that supports providers. DCYF was our first funder; and this is now our fifth year. We are very well known, and we were invited along with WAGES + to do a presentation at the AFL-CIO meeting, and it was a great presentation. This program is really important as we move to systemize the structure. We are not slated for a cut, and we really appreciate that so we would like to acknowledge that we are fully funded. More important than CRAES or WAGES + is giving teachers support. We all know that universal pre-K is the fastest moving policy that we've seen in a long time, and San Francisco has the chance to be part of that, and CARES and WAGES + are part of preparing teachers to do that.

Alvin Woo, Mayor's Youth Employment and Education Program director: I'm the director of MYEEP, and I think Lisa's talking directly to me. Last year we had a huge waiting list, so we stopped counting after we got 8 or 900 on it. With the passing of Proposition L that's going to impact our program tremendously because the majority of our budget goes to youth wages; so as that kicks in. So while the numbers look good, I realize that there is another \$850,000 in cuts, and as minimum wage changes that going to impact our program.

Stacey Blankenbaker, Wellness Initiative manager: For those of you who don't know, Wellness Initiative is an initiative funded by DCYF in the high schools. \$800,000 comes from the Children's Fund, and \$700,000 comes from the General Fund. The money that we get from the General Fund goes to DPH and is contracted out to nonprofits to provide mental health and substance abuse services at high schools. These are critical services, and services that students themselves asked for though a YMAC survey. Once again it's on the list with many other direct services.

Aumijo Gomes, YouthWorks director: I'm the director of YouthWorks. Just like MYEEP I'm happy we're not listed, but I need to mention that our situation is pretty vulnerable because we receive funding mostly from other city departments, so to receive a cut from DCYF would be compounding those cuts. There's a lot of great programs here and none of us can afford cuts. I'm glad I'm not in your position.

Teresa Gallegos: I do want to encourage everybody to come to our next steering committee meeting. We want your signoff and your support; I'm thinking it would be a good idea to have that.

Nick Deluca: I'll come if I can. I just have a few ideas I want to throw out, which may not represent much money. But I think if we have to cut programs, can we make a proportional cut to the DCYF staff? I think we should look carefully at cuts

that would actually end a program. There's two big pots of money here: one is child care and one is youth employment. With the child care, one thing I would think about would be suspending some of the infrastructure services, not because that's a good thing; I know that's a way to drive things into the ground over time. If we're going to look at youth employment, personally I would be interested in looking at job training over just jobs.

Mary Harris: Why is that?

Nick Deluca: It seems to me an investment in training that prepares somebody, maybe there's more to that than just giving somebody a job today.

Lisa Gray: These programs do provide it. They provide opportunity for them to learn what it is to work; they allow them to develop skills sets. It's more than just a service to youth. I think it's a misconception that the money is going to just a wage. It pays for that kid to learn what it is to work in an office, what it is to use a computer, what opportunities are available to them after they complete their education. They provide fundamental services. Many of these kids are indigent kids and it's a wage that is helping to pay rent, helping to buy food, helping to support a family.

Teresa Gallegos: I want everyone to remember that we are all here because we have particular expertise. Veronika does child care, Lisa does youth employment, so I just want to caution that all kids, no matter why they get the money, deserve the money and need the money. I think that we want to avoid that conversation around kids needing to justify having needs in life: I feel very strongly about that. I feel we've been given a very good way to begin the conversation, which is our kids can't afford this. Otherwise we'll be fighting child care against youth employment, so I really caution that we not debate the good or bad programs in terms of what they do.

Dana Lung: I am going to try and come to the steering committee meeting. I take your point, but I wanted to say that in terms of the argument around the infrastructure for child care, you have to have argue for that because it provides the basis for all of that direct service.

John Avalos: There's no way that I can cut anything in these programs: there's nothing to cut here, everything here is absolutely critical. You take one piece of the puzzle out and the whole thing falls apart. There's no life we can cut from here. We're talking about young people's lives that need investing. And I don't think we can move forward without saying there's nothing here to cut and that's just the bottom line. We see the same folks here every year after year after year, and I don't think we can stand seeing this again. They can go to DPW instead, and maybe ten streets can't get their potholes fixed.

Veronika Cole: I'll be brief, because I think a lot of people don't know how it works. One: the training thing is a safety issue, and in terms of child development it makes a big difference. The other piece is that the CARES program provides cash incentives for training, and it's very, very difficult to make a living in San Francisco as a family child care provider.

Teresa Gallegos: I do hear general consensus that we just have to say no. So I propose that we send this back and consider saying no to all cuts across the board as part of that resolution.

Nick Deluca: At the risk of making the hole still deeper: So we do that and they so say so what, tough luck. And we don't say anything about that so Ken or Nani or somebody says, "Ok, this is what we're going to cut." If we want to say publicly if it comes to that we don't have anything to do with it that's ok, but we should say that. The fact is if you're going to make some choices you have to have some way to say that. These are all miserable choices, so the question for us is if we have something to say about that.

Teresa Gallegos: Just because we say no and they cut it doesn't mean we can't go back and say it's not ok. We should talk about it at the steering committee.

Lisa Gray: I think that in past years when we've been faced with these kinds of cuts the CAC has given very substantive input, so we have a history of making these hard decisions, whether the impact on programs and services is good or bad. I think the other thing that we will discuss at the steering committee is that the Board of Supervisor passed the CSAP that was based upon what the General Fund allocation would be, and that was crafted based on that. So part of the reason for having discussions with the Supervisors is to remind them of the fact that they passed the plan, and if they make those cuts it will impact that plan. So we are mindful of those things. They put it out there and they have some onus of responsibility that it carries through the way that they said it would.

Veronika Cole: I think whatever decision we make we have to be conscious of how that affects our clout. So looking at budget cuts and saying, "No we don't want to have input," might erode that.

Teresa Gallegos: We're not saying, "No we don't want to have input," what we're saying is, "This is our input." We can continue to cut children's services. We either have to say, "No we can't do this," or wait for them to do that on their own. If we're stranded I'd rather be stranded in not being able to talk to Newsom ever again, than not being able to walk into a community program. We will have taken a stand, and I think that's an important thought. So do we agree we should send this back for further discussion?

John Avalos: I agree, I think our recommendation should be not that we're not going to make the cut and you should make the cut, but that there is not cut. So when we have our steering committee we should put together a plan around educating the Supervisors, and be a little bit more aggressive about it.

Ken Bukowski: So at the next steering committee the department will present its proposal for \$1.5 million in cuts. The CAC at that point will give their input. If there's no further input the department will submit that \$1.5 million contingency plan to the Mayor's Budget Office, and the CAC will follow its own path of advocacy.

Teresa Gallegos: I do have one discussion item. There was a proposal by the steering committee that because of all the child care cuts, that the child care coordinator in and of itself should be a position that we have released immediately. To that end we have proposed a letter asking that the mayor immediately release this position, for the following reasons: because of these different policy decisions that we have someone designated to do that. There's three points on the back of the letter that are additional things that Veronika thinks we should consider; I'll let her do that.

Veronika Cole: The three points I have here were not intended to go on the letter.

Veronika Cole: There are a few points on the letter. One of the key points is that this position is unique and different. You might be familiar with First 5: it only deals with children 0 to 5, and DHS only deals with subsidies. So that is one point. The other point is that there's a need to do more planning and policy, and also being able to add to DCYF's expertise. The discussion points are: one, is the position at an appropriate level, and that's actually a question for DCYF.

Nani Coloretti: It took me two years to get the position classified where it's at, so you should know if you go with this strategy it might be another two years, so I really would caution against that. They got a stack from me about what the position does.

Veronika Cole: The other piece is the timing, so should there be a DCYF director in place to do this? And then the third piece is the involvement with universal preschool. My recommendation is to table this.

John Avalos: Just about this letter: Was there any other argument that could be made about this position bringing in more funding?

Veronika Cole: We can add that in. Anything else?

Lisa Gray: In the first bullet point I would suggest not listing a person's name. And then also, I think that there's a case around the increase in demand that will occur as welfare to work changes. If in fact TANF is rescinded there will be an increase in demand, and this position could work on that.

Veronika Cole: I feel like we should take public comment on this.

Melinda Felice: It's a great letter, thank you for writing it.

Judith Flynn: I was very vocal about how I felt you should go forward with this letter, so thank you, god speed in getting it to the desks. Hopefully we can get the position filled soon. Based on everything you've heard this evening the early care and education field is in a fragile state.

Caroline Vance: Absolutely keep in the part about leveraging dollars and mitigating cuts. DCYF was the first funder for CARES, but because of the DCYF money we were able to leverage local commission dollars, state commission dollars. Thanks, I appreciate it.

Maria Luz Torre: I also support the letter and thanks for incorporating some of the comments. And I think it's interesting to note that in a city that prides itself on having innovative child care policies, we haven't had this filled.

John Avalos: We have a meeting scheduled on January 30th at 12 with Supervisor Maxwell, and so far Lisa and possibly Nick is going. I actually have a conversation with Daly's office, and I have a word into Sandoval's office. It's not clear yet if there's a new structure for the budget committee, but I'm not clear if there's going to be a reworking of all the committees. There's no word yet from Gonzalez.

Caroline Vance: The committee structures have not been set yet.

V. CAC Focus Areas for Next Six Months (*discussion/action item*)

This item was tabled until the next meeting.

VI. Staff Updates (*discussion/action item*)

There are no additional staff updates.

VII. Announcements

None.

VIII. Adjournment

Meeting adjourned





Department of Children, Youth and Their Families
= Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, February 11, 2004
5:30 - 7:30 pm
City Hall, Room 201

DOCUMENTS DEPT.

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Committee Members

John Avalos
Veronika Cole
Tim Daniels
Nick Deluca
Emily Dreblow
Teresa Gallegos

Lisa Gray
Mary Harris
Gaylon Logan III
Dana Lung
Max Wang

- I. Roll Call & Call to Order
- II. Review Agenda (*discussion/action item*)
- III. Approval of October, November & January Minutes (*discussion/action item*)
- IV. 2004-05 Budget & General Fund Reduction Plan (*discussion/action items*)
 - a. Final Draft of DCYF 2004-05 department budget
 - b. Final Draft of DCYF general fund reduction proposals
 - c. Draft CAC Resolution re proposed budget cuts
 - d. Update on CAC meetings with Supervisors
 - e. Letter urging Mayor's Office Approval to hire Child Care Coordinator
- V. CAC Focus Areas for Next Six Months (*discussion/action items*)
- VI. Staff Updates (*discussion/action item*)
- VII. Announcements
- VIII. Adjournment (*action item*)

*Public comment will be taken during each item on the agenda. Should you wish to provide public comment on an item you must fill out a "Speaker's Card" and submit it to the Chair. Remarks are limited to two (2) minutes, unless an extension of time is granted.

For More Information, contact Ken Bukowski, 1390 Market Street, Suite 900, San Francisco, CA 94102, (415) 934-4844 or KBukowski@dcyf.org.

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San Francisco
Department of Children Youth & Their Families

Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, February 11, 2004

5:30 – 7:30 p.m.

City Hall, Room 201

I. Call to Order

Members Present: Teresa Gallegos, Mary Harris, Veronika Cole, Nick Deluca, Lisa Gray, John Avalos, Dana Lung
Members Absent: Tim Daniels, Emily Dreblow, Gaylon Logan III, Max Wang

DOCUMENTS DEPT.

II. Review Agenda

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No changes to the agenda.

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III. Approval of October, November & January Minutes

Mary Harris: I make a motion to pass the October and November minutes and hold off on January because they're so dense

Lisa Gray seconds, all are in favor.

IV. 2004-05 Budget & General Fund Reduction Plan

Ken Bukowski: Ken reviewed spreadsheets showing the department's proposed 2004-05 budget with separate breakouts for Children's Fund and General Fund expenditures.

The main change to the prior budget documents are on the General Fund budget with two alternative contingency plans. The last column on the page is the 15% plan that was presented the steering committee meeting. As a result of that meeting DCYF has developed two additional options for discussion. The second option is the 15% prioritized contingency column that represents using the CAC criteria. What that primarily means is prioritizing direct services over non-direct services. It also looks at items that would be RFP'ed out, so the High Quality Child Care money for example, as well as looking at funding amounts related to specifically named agencies.

The third option that I just want to lay out before we begin taking questions is the result of a meeting we had Tuesday with the Mayor's Budget Office. Under this option, General Fund dollars that are part of DCYF's budget will be awarded as part of the competitive RFP that is currently in process. What this means is that even if the cuts to the programs are not taken, or they are restored by the Board of Supervisors, the funds would be distributed through the RFP process and not necessarily to the currently funded agencies. Basically any cuts that the Mayor's Budget Office takes will decrease the amount of funds available in the regular RFP.

Nani Coloretti (DCYF): The way it would work is you would include the General Fund dollars in the Children's Fund RFP and assume right now that we have them all, but that the dollars that are being invested in children and youth services are distributed through the RFP, and that's going to be released on Friday. And it has performance measures that drive toward overarching goals; so the idea is to blend those RFPs, assume this is a contingency plan and we don't have any cuts. We'll only learn later in the process if they're going to take those cuts. If there are cuts then you take them off the top of the RFP. So the RFP would be increased to include the General Fund amounts and if we got cuts we would have to take them back. So it's a concept.

Cedric Yap (DCYF): Can I just add it's in alignment with your criteria because it's saying instead of these addbacks where you don't know the quality of the program, you're going to put them on the same footing as everyone else, and we'll know what are strong proposals. So it takes away making a decision on political reasons, and doing it on the CSAP.

John Avalos: It seems like the services that are fought for every year that go in the General Fund, some of those are services that don't necessarily fit the subgoals in the CSAP. So by saying this we're basically saying that we're going to eliminate some programs.

Nani Coloretti: Give me an example of a program that doesn't really fit.

John Avalos: I don't know, but that's my fear: that you would be eliminating some programs. My idea was making sure that we were going to guarantee that programs will exist. There was some discussion over annualizing those: that these were services that we decided should be in the city. We would have a Youthline; we would have a YouthSpace that would be part of that. So by throwing that up we're saying that we could be eliminating some of these programs. Basically it says we're throwing out the option of throwing away five years of program and advocacy. If there's a question of quality that's something that DCYF should work out, but it doesn't seem like it should be up for debate at this point. That's not what I'm hearing from everyone, and we have folks in this room who say every year we want these programs.

Lisa Gray: Mine is a question about the third option: Are you saying that if we take these programs out of the General Fund that the Board of Supervisors will take these as your cut?

Nani Coloretti: It's hard to make a cut in the General Fund any way you look at it. This is an idea, so just take it as an idea. The idea is that when we go to prioritize these cuts the question that the Mayor's Budget Office was asking is: are you sure that these are better or worse? To be honest, most of these programs get Children's Fund too and come through the RFP. And they're good programs. So the idea is at least were just taking a lump and not just saying take a little from here and a little from there.

Lisa Gray: If in fact you take these programs and move them over to the General Fund then you still have to make a 15% contingency cut. So now you've moved 5,6,7,8 programs; so now you have fewer programs?

Noelle Simmons: It's actually just the opposite. You're not actually moving programs; you're pooling the General Fund and the Children's Fund together, then putting out an RFP. And instead of saying that all of the cuts have to come out of programs that currently funded by the General Fund, you take it from all the programs.

Ken Bukowski: The Children's Fund and General Fund dollars are all included in the RFP. So, for example, we will decide exactly how much MYEEP gets next year and just because \$175,000 gets taken from MYEEP we'll take it from the whole pool of youth employment programs. We're also doing a little bit of that in the High Quality Child Care.

Nani Coloretti: It's blended already.

Veronika Cole: The concept is really interesting, but I have a couple of concerns. The first is there's been some perception that the Children's Fund is for direct services and certain programs wouldn't qualify. So I would want to make it really clear to let all of the programs here under the General Fund know they are supported and recognized under the Children's Fund.

Nani Coloretti: I think there is a legitimate issue with child care because the Children's Fund can't fund capital improvements, so we'd have to figure that out. There's also a lot of our funding goes to pay stipends; Children's Fund can't go to that so it would have to be protected and carved out. We just got this concept yesterday and we hadn't thought about it completely, but we thought it would be fair to bring it to you.

Veronika Cole: The other piece I have with that potentially is in terms of advocacy. If you're making cuts in the future and it's just generic it's a lot easier to do. It's a lot easier to go to the Mayor's Office and say if making cuts to a program. I think it makes it a lot more real when you're trying to protect the Children's Fund and the General Fund.

Nick Deluca: What's confusing to me is it feels like there are two complete different things. One is the idea of moving programs. But that doesn't do anything to the cuts as I see them: however you do it you have to see where that money comes from. Sooner or later it comes down to individual programs.

Cedric Yap: If I can elaborate on what Noelle was saying. If it gets pooled with the RFP process we'll have a hierarchy of programs we want to fund, scoring, and then there's an overlay to fill gaps. What happens in the way the cut happens is if it is 15% it would be very clear. In this other way it would be programs we thought that were either less effective, or were duplicating a certain population served by another program. We don't know what those programs are but from efficiency and a master plan it makes sense, because we would take off the weakest programs first. So we would maximize the most efficient investments with shrinking resources.

Nick Deluca: The end result is the same, which is the Mayor's Office comes and says we need 15%. What you're saying is you think this process will make it easier to choose the cuts, which is the same process as were doing here.

Cedric Yap: It expands our choices.

Nani Coloretti: We identified some critical needs in the community; separately there's a process whereby folks get General Funds. And there's all sorts of ways that happens. So the idea is it would expand your choices because were still trying to cover everything that you say we should cover.

Nick Deluca: I guess I just assume that that's what we've been doing anyway.

Nani Coloretti: Let's take the reverse: We know that there's a big long waiting list at youth employment programs, so why are we cutting it? Because we have to.

Lisa Gray: I have a couple of questions. How does the third concept fit with the CSAP where you're looking at Children's Fund and General Fund dollars and how they play off of each other? Has this been done by anyone before: it sounds like pooling that goes on with welfare to work dollars. If in fact you use the third option would our criteria still be used? And how would you RFP something like that so people understand it? I just see that that could be difficult for CBOs to wade their way through some giant RFP.

Cedric Yap: Quickly, you are right, because in the CSAP we identify the General Fund amount so we would be consistent with that. This pooling of funds has happened in isolated situations. For instance, we're trying to align our RFP with the PIC's. So I think this just moves us forward to be more efficient and really maximize everyone's investment. Your third item: In the RFP that's all aligned with the CSAP. Everything in the RFP is pretty much direct services, though we would have to do some carve outs with early child care.

Lisa Gray: And then the RFP itself, in terms of Veronika's concerns about carving up things that may not be eligible under the Children's Fund but you want to fund?

Nani Coloretti: We've already carved out child care because we need to get some decisions from our partners. The child care one was already going to be very, very complicated; it was getting a little hairy so we did actually carve that out. In these other realms it would still be complicated. We are including the General Fund dollars in youth employment. So we were actually making steps already...I guess we hadn't thought about it in the realm of cuts. This would just do it for everything.

Veronika Cole: Maybe we could look at this a little closer. I'm wondering if we would still end up with a chart like this anyway. I'm just interested in how the policy would develop of what's Children's Fund and what's General Fund. The other possibility is maybe looking at a proposal and how much General Fund they're receiving and look at that when they're receiving Children's Funds.

Teresa Gallegos: I actually have a thought about this and I have to say this: It almost sounds like it's a way of postponing the decision and not having as much public input in the process because the RFP process is an inside DCYF process. The ability to get General Fund dollars has in fact been a way to recognize that no matter how good your work is there are priorities that don't hit your radar screen; and that's how we came up with Wellness and YouthSpace. So to pool that and say you all have to fit in these categories takes away our ability to help you get more money and to decide whether or not we want to accept cuts in any form. If I hide the pea in the cream of wheat my daughter still won't eat it.

We try very hard to package things in things that people can palate, but I think that we've lost sight of the fact that the goal of the Children's Fund was not a place where we could move money over and then cut it. We're actually not funding all those programs. If you want to find a way to make those cuts, I just want to really caution taking that approach, because we're not even looking at the cuts to DHS or the cuts to youth employment, or god knows what else. We can't make those decisions in a vacuum, and no matter how you look at it a cut is a cut is a cut. Even if a program is marginal you'll find some kid somewhere who loves it. So I really caution finding a lot of options that come to the same bottom line. We really need to say that you can't take 15% from San Francisco's children, and that's what the Children's Fund is about. And people rallied around that. YouthSpace is more a priority to the YouthSpace people than child care so they'll say we didn't get dollars and they'll go lobby. If we don't recognize that they're going to continue to take our money.

Nick Deluca: Ken, you said there are different reasons for the prioritized cuts, can you explain that?

Ken Bukowski: So we're looking at the 15% contingency, at the first item we discussed previously because we don't feel it should be in our budget anyways. It's ultimately a decision between DPH and the Mayor's Budget Office. High Quality Child Care: two reasons, one is there's currently excess dollars that's not being used for CBOs, it was dollars that were set aside for Starting Points so we've given back some of that money. The second reason is these funds are part of the pool that's being RFP'ed out. The next thing: CARES was provided a one-time budget increase that was included in the department's budget for 04-05, but it was a mistake, it's there and we claim it. It's one of those errors where it was put in our budget in the current year to make up for something.

So even with this cut we'd still be increasing DCYF funding to CARES by \$200,000. The next cut is made because this isn't viewed as a direct service; it's for facilities. The \$75,000 to City Hall Day Care is included primarily because it's to a specific agency for a specific program and that's not awarded through a competitive process. The \$175,000 from MYEEP is the last

item to be cut. This program is going to be competing as part of the RFP released on Friday. So we didn't view this as a \$175,000 cut to MYEEP, we viewed this as a \$175,000 cut to youth employment.

John Avalos: There is an increased allocation though to youth employment.

Ken Bukowski: Youth employment was increase by about \$500,000 for next year. The next item is Beacon Centers at \$150,000. The reasons for that are a little bit different. We looked at the current investment, we looked at the infrastructure the program has. We hoped they would be able to raise these funds. We also looked at the fact that it's \$150,000 to be spread over eight beacon sites. And that funding is being RFP'ed out in the summer. And then the last two items: \$100,000 from CHALK and \$50,000 from YouthSpace. Both of those programs would compete through the Children's Fund RFP, they already receive Children's Fund dollars so I would expect that they would be submitting to that RFP. The last item represents a 15% cut to the department head salary, as suggested by Mayor Newsom.

Lisa Gray: The Wellness Programs and the Excelsior Youth Center: no cuts have been on the prioritized list, is there a reason why?

Ken Bukowski: The Wellness Programs are direct service and it wasn't as easy to make up the cuts. We could see more directly what the cut was going to impact. Basically you cut Wellness and you cut services. The Excelsior Youth Center: that was just RFP'ed out on October 2003 for five years so it was felt that it wasn't fair to come back in and say sorry, and since it went through a competitive process.

Cedric Yap: It also serves an under-resourced area with a growing population.

Christina Lee (John O'Connell Wellness Program): Thanks. I'm the coordinator of the Wellness Program at John O'Connell. I'm here representing my students, as well as the seven other Wellness Programs. I asked a few of my students today how the Wellness Program has helped them, and what they would like to share. One of the students told me he would have basically killed himself if he didn't talk to Wellness Program staff. There have been several students this year that attempted suicide. Another student told me that he would have dropped out of school. He used to explode in his classes, but now he comes to the Wellness Program whenever he feels that way. A girl told me that we help her cope with gang-related violence. We educate and empower girls, especially those that have been forced to have sex with multiple gang members when they're dropped in. We're also bridging the gap between the school district's expectations and the obstacles that our students have. Many of our youth have been traumatized as the result of witnessing violence. The stress and trauma that our students experience affect them in class. We help students work through these experiences to make sure they make it in their lives. Without intervention crime and drug use will only increase.

Erica Nguyen (YouthSpace): I'm one of the staff from YouthSpace and I've been working there for four years now, and it's been a dream for seven years and we still don't have space. The city doesn't have any space for youth, but even though we don't have a space we still do things for youth. We let them know there are things for them to do, things out there. Every time they city cuts funds from children and families it sends a message. If we are the future this isn't a pretty picture.

Ayoka Turner (YouthSpace): The real struggle is that I recognize the budget is tight. I think this a special sort of program because it is youth-led. Young people are writing grants; young people are on the Board. The reason why people fought and lobbied for this is because these systems don't exist. You have a lot of services for young people but not situations where young people are leading. One of my young people is 17 and she got married last weekend. I left today and one of my young people talked about getting jumped everyday and he's trying to get his GED. The day-to-day needs of young people are not being met and that's why these kinds of programs exist. These programs need to exist.

Ken Bukowski: Maybe the CAC members can see if there's any kind of consensus on the three different options? Are any of the options preferred? I know the CAC's position will be no cuts but the question is whether the CAC wants to have input into what decisions will be made.

Lisa Gray: I think the last time we met I got a sense that most people weren't comfortable with the across the board cuts and that's why we asked you to come back. And this is just speaking from my recollection, I think the 15% across the board should be taken off, and for myself I like the idea of looking at the pooled funding. I know that it has worked in other situations and other circumstances. I think you should be mindful and wary on how you use those funds and make sure there's full access to using those dollars. I think that as a department it's in your best interest that all programs have access to technical assistance and access to a bidders' conference. So if that means doing them in neighborhoods you don't normally do. I like option three better than option two.

John Avalos: Can we do a motion about 15% across the board cuts?

Lisa Gray: I move that the CAC does not accept the 15% across the board and urges the department not to consider that.

Nick DeLuca seconds; all in favor.

Veronika Cole: I was going to say the 15% prioritize I'm open to, but before jumping into the combined funding we get a presentation on that because it's a pretty big switch and I think we should have more info on it, how would it impact people who were applying for funding.

Cedric Yap: Part of it is the timing: we have to submit a week from Friday. So if I can summarize a little bit of what you've said: the pooling I think it does help us make better, smarter decisions. What I hear different is the General Fund, in terms of advocacy, if you look at the General Fund as being separate you may not want to pool it because of these other considerations. So if you can sort that out now and give us direction tonight. We can't give you which agencies won't be funded because we won't know.

Veronika Cole: Would there be a set-aside fund?

Nani Coloretti: Some of what I heard you say is in some instances there isn't an ability to fund things from the Children's Fund. So would there be a linkage, or would we be protecting a type of funding around things like facilities or people who are over 18.

Teresa Gallegos: I recognize that there's a timeline but I think to do one and not do the other is not a very good choice. We could say two's alright but we need to work together to say if three's a good proposal. There are a lot of questions around how it works for other agencies and I think that it would be worth pursuing as a well thought out option to be brought back to the CAC to talk about. So it's not like either that's the way we pursue it or no. Once we put meat on the bones it might actually be a proposal that people support. It's just hard for me to get my mind around it.

Cedric Yap: Maybe I can ask Noelle a question. I'm trying to figure out how we can meet the timeline.

Noelle Simmons: There is that flexibility within the Mayor's Office. My sense is that the urgency in timing had more to do with your need to release the RFP. We could give you a week on the contingency plan if that would be helpful.

Nani Coloretti: Part of the problem is if you're going to pool the RFP is going out on Friday.

Lisa Gray: I just have a recommendation in terms of the pooled funding piece, as I think about PIC's welfare to work piece initially. About three or four years ago there were three or four different pots of money that were available and people would submit their RFPs and then the scoring process would determine whether you fit the points and then they would see where your program fits. So if there were programs that don't fit in the General Fund but in the Children's Fund they would be allowed to do that. So I would encourage you to talk to folks at PIC, and the other person is Amanda Feinstein who's now at Hass Senior Fund.

Veronika Cole: I'm just wondering if there are any other drawbacks to combining funding that you can see.

Nani Coloretti: I think the issue that you raised is the issue which is the extent to which all of these sources can be thrown into one fundable pot. And we don't think they can. So we have this expense and how can we throw that into an RFP.

Nick DeLuca: I feel like what were going to end up with is these individual cases making recommendations, because the option I would really like to propose is to make these cuts to make sense. The question is what makes sense? Maybe the City Hall Day Care. And I think there should be an admin. cut across the board, a 15% cut in the department as a whole, and then that's it. And whatever that adds up to, that's it. And those are cuts that under any circumstances you can say that's ok. If you take all this money out its \$1.5 million, and that's a tiny amount to the city and when you weigh that against the loss to those programs the difference is enormous. My third thing is that I'm not sure I completely understand the pooled idea, and that's a long-term thing that doesn't really help now. And if you guys do turn in a 15% budget I'd like it to be the prioritized one, but if you move programs into the RFP process we have to be prepared to follow through on that. But if it's really a legal fiction, and it's a way of postponing the 15% we should be candid about that. I would feel differently seeing some big chunks of money coming out of some of these programs.

John Avalos: I'm disinclined to accept the pooling of funds at this point, and I see that as we squeeze the stone a little bit further the more blood that comes out of it. It seems like in the past week we found \$500,000 in funds and that's kind of disconcerting. And then we have some direct service programs – so if there's some way to find a way to save those programs that money should be there to preserve those programs – the truancy program, Tel-Hi, Family Child Care Association – these types of programs. It seems like were already cutting them to the bone in the 5.5% cut so if we found

some money that should be used. So if there's funding that were finding could be cut and not affect programs we should be looking at how we can preserve direct service programs that are being cut in the 5.5%

Ken Bukowski: Just to be very clear, the \$500,000 from CARES has always been noted on prior spreadsheets. It was a one-time increase and the department was not hiding this. The reason this wasn't on the first list is because we knew CARES was being cut by First 5 and the state, so that's why it wasn't automatically viewed as excess money. Overall, it won't make up for their cuts from other sources.

Teresa Gallegos: As I understand the conversation, the third option would be one we ask for long-term looking at rather than a short-term fix, which is the pooling of the funds. So we look at that as a solution to fix this problem, and I would entertain a motion around d that.

Ken Bukowski: The pooling option is available now because were doing this RFP, so it's one of those point-in-time things.

Teresa Gallegos: It's hard to make a decision on something that has no meat in it in 20 minutes. I think it's not a bad idea; I just don't think it's an idea that people are comfortable with doing tonight.

Lisa Gray: Is there not a way to combine these two ideas, the 15% prioritized and the pooling, so we have the best of both worlds?

Nani Coloretti: So do a blended approach of option two and option three? Do kind of like what Nick said?

Lisa Gray: What are we looking at in a special meeting? Are we looking at the department to give us some clarity within the next two days on what this pooled thing is?

Cedric Yap: The RFP would still go out on Friday, the amount would increase later. I'm just trying to figure out what analysis we could do to put more meat on this.

Lisa Gray: Some people are more visual thinkers, so maybe a schematic.

Veronika Cole: I would just want to see how you would take care of those funds that can't be taken care of through the Children's Fund. So we could make cuts with more options on the table. It is a pretty big change, so I would want a pro and con and how those things that are less likely to meet the Children's Fund, how that would be addressed. And then within the blended finding how you would decide who would get General Fund and who would get Children's Fund. Because if people have 20% General Fund they're going to be more vulnerable.

Teresa Gallegos: So I would entertain a motion to have a special meeting with the one agenda item.

Mary Harris: I make a motion that we call a special meeting to further investigate the third option and that that meeting would take place a week from today.

Nani Coloretti: We could ask for a special steering committee meeting so then you'd make quorum.

Teresa Gallegos: And then we'd have to give the steering committee the power to make that decision.

Lisa Gray: So could we not have a meeting on the third and move our meeting to the 18th?

Teresa Gallegos: We can withdraw the current motion and propose another with the delegation of authority to the steering committee to make that decision based on the one agenda item. I would entertain a motion to make some sense of it.

Mary Harris: I withdraw my motion.

Teresa Gallegos: Now I'll entertain a new motion.

MOTION

Dana Lung: I move that there is a special meeting of the steering committee on the 18th to entertain the third option that was discussed tonight and that the steering committee will have the authority to make the decision on behalf of the full CAC.

Veronika Cole seconds; all in favor.

Teresa Gallegos: We're at the draft of the resolution that we would move forward to the Board of Supervisors and the mayor. As it so happened the Youth Commission asked that once it was passed we send it to them and together we say that it's just not ok to do any cuts.

Lisa Gray: Didn't you guys say Sandoval said he would entertain the idea of the resolution?

Teresa Gallegos: We have a very, very, very rough draft that we want the CAC to look at. It's my recommendation that we look at it, take it home, put some tinkers on it, and get it to Ken and it would be something that could go on the March agenda.

Dana Lung: Is there any time constraint?

Ken Bukowski: The Mayor's Budget Office will be making some decisions in early April and the Board in June, so April, May and June is when it will be useful.

Teresa Gallegos: Before we move this forward we have to ask if anyone has any public comment on anything you haven't seen. I'll move on to the next item and then when people have had an opportunity to look at that I'll take public comment. John, could you update us?

John Avalos: Last week we met with Sandoval. We had two meetings last week, Mary Harris and I met with Supervisor Sandoval and Lisa and I and community members met with Tom Ammiano. Ayoka and Drew came from YouthSpace. Both meetings were very good and very different. It seemed like Sandoval wanted to support our stand on opposing cuts at all costs and would introduce a resolution to the Board of Supervisors. So I think that once we finalize our resolution we should get it to Sandoval to do that. Ammiano was also very, very favorable to our stand of not having any cuts whatsoever. There were some questions of funding he could look into and he would do that for us.

One was to look at admin costs within DCYF's budget and cost savings that could be recommended. The other thing was to look at some of the initiatives that were covered through city departments and see if they actually align with the CSAP and he would look at that. I was supposed to get some language to him to that effect and I was too busy to do that and I got a call from his aide yesterday out of the blue saying are you going to submit that language. And I think that's really good, I was pretty impressed that he was actually moving on that. So I think that makes sense and we will introduce that next Tuesday and that might be another point of view on the blending of dollars. So we haven't scheduled any other meetings and I have very little time right now to do that.

John Avalos: I still think that we have to have a meeting with the Mayor's Office and I think we all agree with that.

Teresa Gallegos: We're going to put it under CAC focus.

John Avalos: We haven't met with Alioto, Gonzalez, Hall and several others.

Teresa Gallegos: We have someone who wants to give public comment.

Caroline Vance (SF CARES): I appreciate the efforts and I'm not speaking against the resolution. I would request on the first page next to the last item where a dollar amount is put in there that says it looks like CARES is going to get cut \$500,000 and I would request that you don't put that money in there, because nobody has put that out yet and that worries me. And as a suggestion it is true that we're looking at most likely receiving a cut I just request that we can say cuts that would affect x number of teachers who work with approximately x number of children. I can give you some numbers that talk about the impact. And then just emphasize the match because that's the danger – any cut is a double cut. The other thing I feel I need to acknowledge is that last year we were very fortunate to receive additional funding and we were very appreciative. Ken is right; this language has been here from day one in the document. DCYF's staff has worked very hard to help us secure funds, and this language has always been in there.

Lisa Gray: My recommendation is that we bring it back to the steering committee and then to the March meeting. There's some urgency in it.

Judith Flynn (Montessori Children's Center): I actually had a couple of things I wanted to comment on. I know this has been a really tough project and I just want to join in because I think somebody needs to draw a line in the sand somewhere and the children of San Francisco – it doesn't matter if they're 2 months old 5 months old or 5 or 18 – there's no cuts. There's an allusion to the fact that the 15% cut at DCYF was not equivalent to a 15% cut at other departments. I read somewhere that the Police Department refused to take a cut and to me that cut could not equal with the cut to DCYF. So I think somebody at some point has to say no cuts, and to me this is where it needs to happen. On to this particular resolution: I would like to see you maybe remove the phrase in the sixth paragraph, "whereas state cuts will require additional training to child care centers

and family child care," I think you need to be specific and say, "eliminate training programs," because there's going to be closures with or without training programs.

Rosie Kennedy (Family Child Care Association): I just want to say I have opportunities to speak to family child care providers all across the state and I'm very proud of the investment that the city made in us. Child care providers are willing to hang in there and they know that all of us are going to pull together and do everything we can. I think it leads to stability and quality of child care in San Francisco, and that's what gets parents to work. We have a great investment and we want to hang on to that. The other thing that we learned was that when the state was talking about realignment a lot of folks were compelled to say, "We don't want cuts, but if you have to these are the cuts," and sure enough those are the cuts that came through. Child care got a 15% cut and the governor is looking to do more. That's the situation we're in; we're going to need all the help we can get. We're a team here; we work in partnership with the city and we want to continue to do that.

Teresa Gallegos: So let's move forward to number five, which is the CAC focus areas. I will take public comment. I just want to say that from my perspective there are a couple of things that have to be focused on. I've had a couple of phone calls about YFYI. I know that I have to move to Florida in April. I have not been able to reach Gaylor so I do not know his status but that is something I will do this week. We'll take public comment and if there are pressing issues we want to be mindful of our time. We're not voting on the CAC focus areas; we will be taking public comment. There's no voting, so if Lisa has to go.

Matt Rosen (Youth Leadership Institute): I wanted to talk about YFYI. I know that was something you mentioned. I know that on July 1 of this year we will be starting the first year of the 3% set-aside. I worked with a group of young people and adults to develop that. Last year around this time we presented a plan to recommend both how to kick off this year with a pilot phase and then launch into a full year. Right now there is a partnership of organizations with \$450,000 that is carrying out the pilot phase but it's my understanding that starting on July 1 there should be about \$850,000 for youth-led projects. I have not been informed about what the CAC is doing or what DCYF is doing to prepare for that; it's an enormous amount of money, and a lot of people worked really hard to create a plan. I want us folks who really care about that to think about we can move forward and make sure this money gets into the hands of young people in San Francisco.

Colleen Montoya: I'm just going to speak on behalf of Jesse Cottrell who's our chair. We really want to encourage the CAC to make a priority in the next six months for the YFYI program; in particular the component we're really interested in is the YFYI subcommittee which allows youth to have oversight and review of the process. The sooner we can get that going the better. It will be very important that the committee is up and running and where it needs to be to have a real say in that process.

Ken Bukowski: Just so CAC members and Matt know, we're estimating that the 3% set-aside will be \$855,000, so we are setting aside that chunk of money; it's not being included in the RFP. The contract that is out was written to allow to up to four years of funding with that same contractor. Our understanding is that we would come back and revisit a lot of issues, since it took a period of time to start up that project and we thought it was unfair to evaluate it after only a short time period. We kicked out the first year to be a 17-month period through the end of December 2004. Our thinking is we want to get this YFYI subcommittee up as soon as possible. Whether this youth philanthropy model is the only means to spend the 3% set-aside is still a question. Based upon that we'll determine how much we invest in the future. Youth-initiated projects also fit under another subgoal that's in the current RFP, so we may be doing some under that and then doing some others.

VI. Staff Updates

Ken Bukowski: The RFP will be released Friday, and the bidders' conference is on the 24th. We're sending out letters to recruit readers. The applications for new CAC members are at Mayor Newsom's office, and we are waiting to hear.

VII. Adjournment

Meeting adjourned at 7:40 p.m.



Representative of Children's Fund Citizens' Advisory Committee
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, March 17, 2004
5:30 – 7:30 pm
City Hall, Room 421

DOCUMENTS DEPT.

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Committee Members

John Avalos
Veronika Cole
Tim Daniels
Nick Deluca

Emily Dreblow
Teresa Gallegos
Lisa Gray
Mary Harris

Gaylon Logan III
Dana Lung
Max Wang

- I. Roll Call & Call to Order
- II. Review Agenda (*discussion/ action item*)
- III. Approval of January & February Minutes (*discussion/ action item*)
- IV. DCYF 2004-05 Budget (*discussion/ action items*)
 - a. Budget Updates
 - b. Approval of CAC resolution stating CAC position on proposed budget cuts
- V. CAC Governance (*discussion/ action items*)
 - a. Transition of Veronika Cole to Co-Chair position
 - b. Add Members to Steering Committee
- VI. CAC Focus Areas for Next Four Months (*discussion/ action item*)
 - a. Location for April CAC meeting
 - b. Recruitment of members for CAC and YFYI Subcommittee
 - c. Other ideas for focus
- VII. Staff Updates (*discussion/ action item*)
- VIII. Announcements
- IX. Adjournment (*action item*)

*Public comment will be taken during each item on the agenda. Should you wish to provide public comment on an item you must fill out a "Speaker's Card" and submit it to the Chair. Remarks are limited to two (2) minutes, unless an extension of time is granted.

For More Information, contact: Ken Bukowski, 1390 Market Street, Suite 900, San Francisco, CA 94102, (415) 934-4844 or KBukowski@dcyf.org.

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Department of Children, Youth & Their Families (DCYF)
Children's Fund Citizens' Advisory Committee

MINUTES

DOCUMENTS DEPT

Wednesday, March 17, 2004
5:30 - 7:30 pm
City Hall, Room 421

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I. Roll Call and Call to Order

Members Present: Teresa Gallegos, Mary Harris, John Avalos, Tim Daniels, Nick DeLuca, Emily Dreblow, Veronika Cole, Dana Lung

Members Absent: Lisa Gray, Gaylon Logan III, Max Wang

DCYF Staff Present: Ken Bukowski, Winna Davis, Glenn Eagleson, Emily Rugel (note taker), Cedric Yap

II. Review of the Agenda (*discussion/action item*)

III. Approval of January and February Minutes (*discussion/action item*)

Mary Harris: I think in the January minutes I said the choices aren't very good, not that they are very good.

John Avalos makes a motion to approve the January and February minutes, Tim Daniels seconds, all are in favor.

IV. DCYF 2004-05 Budget (*discussion/action item*)

The Mayor's Budget Office has not started discussion with the department yet concerning its budget submission. The CAC letter to Mayor Newsom opposing budget cuts to children and youth services was given to his office. Veronika will follow up to schedule a meeting between the mayor and CAC members.

The CAC discussed a draft resolution opposing budget cuts to children and youth services. Mary Harris made a motion to accept the resolution with minor language changes. Veronika Cole seconds the motion, and all are in favor.

Bullet points from the resolution will be presented at the April 15 Rally for Kids. Mary will give Supervisor Sandoval a copy of the resolution as he has previously expressed interest in possibly drafting a similar resolution for the Board of Supervisors to consider. It will also be presented to Mayor Newsom as part of an April 7 meeting sponsored by Coleman. Veronika will call the Youth Commission about stating support for the CAC resolution and possibly jointly present it with CAC members at the rally.

V. CAC Governance (*discussion action item*)

The Steering Committee recommends that Veronika serve as Co-Chair for the remainder of her term since this is Teresa's last meeting. Teresa's resignation leaves four members on the Steering Committee, and no members present at the meeting expressed interest and time to join the committee. If anyone is interested in serving on the Steering Committee, they should contact Ken or Veronika.

VI. CAC Focus Areas for Next Four Months (*discussion/action item*)

Mary Harris presented Teresa Gallegos with a card, cake and flowers from the CAC to acknowledge her hard work as Co-Chair of the CAC during the past three years. Winna Davis presented a plaque to Teresa on behalf of DCYF

to acknowledge her diligence, hard work, commitment and passion. Teresa is moving to Florida at the beginning of April.

The next CAC meeting to be held in the community had been scheduled for April 21, but there has been difficulty locating a space. It was agreed that the CAC would wait until May to hold the next community-based meeting. Suggested locations included: Southeast Community Center, Visitacion Valley Community Center and the Bayview YMCA. DCYF staff will try to locate a space in the Bayview or Visitacion Valley that can accommodate 30-40 people. A location will be finalized at the May Steering Committee meeting.

The CAC discussed establishing the YFYI Subcommittee and new member recruitment (particularly for youth seats) as two main focus areas for the next four months. An update on the YFYI pilot and DCYF planning around the 3% youth initiated project set-aside funds will be presented at the next CAC meeting. Veronika also suggested doing an evaluation and a look back at the CAC's work in order to create a transition plan for new members.

VII. Staff Updates (*discussion/action item*)

The recommended names for appointment to the CAC are still at the Mayor's Office, and there is no clear indication of when the appointments will be made. The Mayor's Office is focused on department head transitions, commission appointments and the budget.

Winna Davis introduced Glenn Eagleson, a new DCYF staff member. Glenn has a strong background in youth employment and previously served as Director of the MYEEP program.

VIII. Announcements

None.

IX. Adjournment

Meeting adjourned



Department of Child Development & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, April 21, 2004

5:30 – 7:30 pm

City Hall, Room 201 – Mayor's Conference Room

Committee Members

John Avalos
Veronika Cole
Tim Daniels
Nick Deluca

Emily Dreblow
Lisa Gray
Mary Harris

Gaylon Logan III
Dana Lung
Max Wang

DOCUMENTS DEPT.

APR 16 2004

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- I. Roll Call & Call to Order
- II. Review Agenda (*discussion/ action item*)
- III. Approval of March Minutes (*discussion/ action item*)
- IV. DCYF 2004-05 Budget (*discussion/ action items*)
- V. 3% Children's Fund Set-Aside for Youth Initiated Projects (*discussion/ action items*)
 - a. Presentation on YFYI Pilot Project
 - b. DCYF Planning for Set-Aside Funds
- VI. DCYF Plan for Disbursement of Special Needs Funding (*discussion/ action item*)
- VII. Resolution Declaring May as Foster Care Month (*discussion/ action item*)
- VIII. Staff Updates (*discussion/ action item*)
- IX. Announcements
- X. Adjournment (*action item*)

*Public comment will be taken during each item on the agenda. Should you wish to provide public comment on an item you must fill out a "Speaker's Card" and submit it to the Chair. Remarks are limited to two (2) minutes, unless an extension of time is granted.

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Department of Children, Youth & Family Life
Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, April 21, 2004

5:30 - 7:30 pm

City Hall, Room 201 - Mayor's Conference Room

I. Roll Call & Call to Order

Members Present: Veronika Cole, Nick Deluca, Emily Dreblow, Lisa Gray, Mary Harris, Dana Lung

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II. Review Agenda (*discussion/action item*)

Veronika Cole: We would like to thank the YFYI members for coming and let them start.

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III. 3% Children's Fund Set-Aside for Youth Initiated Projects (*discussion/action item*)

a. Presentation on the Status of Youth Funding Youth Ideas Pilot Project

Jacob Richards (YFYI): I'm the coordinator for YFYI and I've been with the project from the very start. I'm going to hand it off to our youth board members

Ashley Combes (YFYI): My name is Ashley Combes and I'm 17 years old. I go to George Washington High School. In YFYI we're broken down into three sections: schools, CBOs and disconnected youth. The reasons for these three is outreach and so we know we're helping different areas of the community; it's good for us so we can make sure we're addressing the communities. Within each one we have program officers, and we make sure things are going smoothly; contracts are being signed.

Faisal Piracha (YFYI): My name is Faisal Piracha, and I'm just youth straight from the streets. I'm with CBOs and I'm a youth evaluator. We went with RDA, with Felicia and Jodi; they helped lead us to the way to evaluate YFYI ourselves so if we do get funded we can do a good job. We funded three projects: the Stop the Violence tour - that was a play, YMIS - they have studio for youth to go to and make rap. I'm not a program officer right now but I was one for Model UN and Park Sessions. First we had to have an interview before the full board to decide if they would get funding or not.

Eric Foster (YFYI): My name is Eric Foster and I'm with disconnected youth. We do outreach with a kids who are not in school or not in a CBO. We do outreach to them; we receive applications from them. We funded this community block party: basically it's a group of kids that had a festival with food and a parade in the Mission District.

Tisa Vo (YFYI): My name is Tisa Vo and I'm a freshman at Lowell and I'm 15. So far this year we've received many applications from school-based functions, from applicants who want to improve their school communities such as the Women's Alliance - they don't have any support so they came to us and asked to start workshops and have a support group for the women there. At Visitation Valley Middle School, Garden of Falcons was the name of a project where they wanted to improve their school atmosphere, so we funded them to make a garden.

Ashley Combes: We did a trip where kids went down to the Deep South and they visited sites like where Martin Luther King was murdered and a couple of other sites. We also funded Beetleproof; that was kind of like a concert, there were b-boys performing, there was new underground hip hop. What I really enjoyed about that project was the youth leader

came out and got a lot of job opportunities, so we kind of got her started on this career she wanted to do. We also did Mission High tutoring because Mission High School isn't doing very good with their GPA as a whole school. They're going to come out with a book, and they're helping them raise their GPA.

Faisal Piracha: Schools is where all the youth are condensed so it's easier to reach them, the word spreads faster. We also go to CBOs, playgrounds, rec. centers and other places. We go to every neighborhood in the city. We don't wear any gang colors because we have a lot of safety issues.

Ashley Combes: We're also doing a pretty good job of connecting with parks throughout the city which we're all really excited about because we all want to touch the community in some way.

Emily Dreblow: My name is Emily and I work at Huckleberry Youth. I first want to say congratulations; you guys have done an amazing job. I give you a lot of props for all your hard work. You've given out a lot of funding it sounds like: do you have a quote of the actual total that's been disbursed to date?

Jacob Richards: I don't know the total amount, but I know it's higher than what's in here [the memo].

Emily Dreblow: My question is about what kind of work happens with folks that don't get funding.

Faisal Piracha: We always give them the opportunity to reapply and come to a workshop and fix some stuff.

Ashley Combes: There's usually a couple different reasons why we reject applications: one being it's not youth led, one being it's not in San Francisco and one we're not a scholarship program. In any other case we always offer some workshop; support is always there.

Tisa Vo: Regardless of whether the applicant gets funding or not a program officer is assigned to the project.

Faisal Piracha: And their files are always kept.

Emily Dreblow: You said something about youth-led: what about adult allies?

Faisal Piracha: Those are fiscal sponsors.

Ashley Combes: Our programs are always adult allies as necessary but we want the youth to be leading the process, to go through all of the necessary steps so they come out as youth leaders.

Veronika Cole: When you're reviewing an application how can tell if it's youth led?

Faisal Piracha: That's something the evaluators came up with. To determine if they're high-risk or not we have forms: have you been homeless, have you been kicked out. There are so many forms.

Veronika Cole: Beyond the forms, how can you differentiate between a program that came from youth and one that didn't?

Ashley Combes: We always set up interviews for all applications that come in. So we can always tell right there: you can tell in an interview who's doing most of the talking, you can tell how much the youth is into it, how much effort their putting in. So we always try to have an interview with every applicant because a lot of youth can't get down on paper what they say out loud. Then in our application we have, "How is this project benefiting the youth and why," and some of these kids just write the most beautiful things and you can just tell it's youth led.

Faisal Piracha: We find a way to make sure the youth is more involved in the project. If there's certain steps that you can do we make sure they do.

Lisa Gray: You each have different areas: do you find similarities or differences? Are disconnected youth into projects that are different? If you have four applications are the types of projects the same or different?

Faisal Piracha: It's really well rounded. We have a way of determining which project goes to which subcommittee.

Tisa Vo: The majority of projects that come out of schools are projects that go to help their own schools whereas the CBOs are more about keeping kids occupied.

Ashley Combes: People want to produce and edit their movies: that's coming out of their school program. Some people just want to do that for fun, and we trade those off. On the 15th of the month we evaluate all the applications as a whole. There's a movie application in almost every single subcommittee. The block party: that could have been a CBO or that could have been disconnected youth. With schools we get overwhelmed with applications so we find a way to fit it in to another group so everybody is getting proper attention. We started pushing people back a cycle.

Lisa Gray: What would you say have been some of the biggest challenges and what's worked well?

Faisal Piracha: Keeping up with applicants, because they're not always available when we're available.

Ashley Combes: That's probably one of the territories we had the most problems on: communication. They'll start talking to other people and get mixed information. We're working on that really well right now. Another problem is probably the paperwork because a lot of our youth are just getting into that whole W-9, 501(c)3 thing. Sometimes the fiscal sponsor doesn't care, so now we're trying to talk to the fiscal sponsors more often.

Lisa Gray: What's worked well for you?

Tisa Vo: I think the connection some people have since we are youth ourselves. They're not as intimidated by us because we're around their own age.

Faisal Piracha: I think another thing we do well is finding some way to fix the problem. We're very good at improvising. I think by the end of next month we'll have a lot of things situated.

Ashley Combes: Evaluation really helps us keep on track. Once you start meeting with youth the conflicts of interest start occurring but with the evaluations we keep on track. The fact that we vote as a group, we get to hear everybody's idea on things. We have such a variety of youth on this board: it's just amazing.

Veronika Cole: You wouldn't have any forms with you, would you?

Jacob Richards: We can send them to you.

Faisal Piracha: The website is up and running right now and you can check all the subcommittees and the FAQs.

Ashley Combes: We're going to update it some, because we're also doing case studies on some of the projects, and we're going to try to put that on the Internet so people can see what we're looking for.

Lisa Gray: Have you guys had a chance to talk to program officers at real foundations?

Ashley Combes: We're trying to do job-shadowing right now.

Mike Leo (*DCYF*): Eric and I went to Pacific Foundation Services and talked to folks there.

Jacob Richards: Also during the training they had some contact.

Nick DeLuca: How did you guys come to do this?

Ashley Combes: When I got the application for doing this job I didn't even know what the job was about. I got the application from the Village Beacon at my school. The training changed everything.

Tisa Vo: I was actually on the street and I was walking around and CHALK handed me the application.

Eric Foster: Through a family member.

Faisal Piracha: I met one of the youth supervisors; that's my homeboy.

Lisa Gray: Do you get paid?

All YFYI Youth: YEAH!

Veronika Cole: I'm curious about two things: one about what languages you plan to work in, and special needs.

Ashley Combes: I think we have applications in Spanish and Filipino. We're also trying to work on Cantonese. With special needs we haven't done anything like that yet, because usually you get those applications from schools and schools doesn't do a lot of outreach.

Veronika Cole: I'm curious about what the program officers do.

Faisal Piracha: Program officers are the people they contact; they handle any questions the rest of the board has, clear up anything, the forms. Anything has to go through the program officers; they're the ones keeping the project intact.

Ashley Combes: I'm probably the only one that's seen a project to completion. We calculated receipts, we also do follow up - that's how I found out she was getting a lot of job offers because of it. We leave the whole project with a meeting, and we can check up on her later. She still comes in and she wants to see the pictures we took. The program officer provides all the support that's necessary: we do the paperwork; we go there and make sure everything's ok; do volunteering. We also get some of our staff to volunteer to do tickets and concession booths.

Emily Dreblow: Are there trainings a prospective grantee could attend as a group, or is there an orientation?

Ashley Combes: We have at least four workshops a month for anything; we talk about what were looking for. Because some kids can't attend on weekends we always offer one-on-one help. The first day is orientation and the second day is help.

Jacob Richards: But both of those days are also voluntary.

Ashley Combes: We do require them to go if they need help; that's the only time. We made the applications very youth-friendly.

Lisa Gray: What kinds of assistance are you getting from CHALK in this process, and from the department?

Faisal Piracha: Well, RDA is assisting the youth evaluators; Jacob and Ruth really keep the senior board members in check.

Ashley Combes: They also help us with what we want with our own lives. At those tracks meetings we have a strict person and all that's confidential. So your supervisor isn't above you: they actually look you right in the eye. They'll also help us with our resumes, especially those who turn 18.

Faisal Piracha: And they make us feel trusted; they don't micromanage us.

Mary Harris: Can I ask you about the training?

Faisal Piracha: We had training on public speaking, program officer training on youth leading stuff, stuff to give us a little experience.

Ashley Combes: We also had a ropes course at the end, a lot of trust issues.

Faisal Piracha: Stuff that will make you mad but you can't do anything: anger management.

Mary Harris: How much time do you have to give to this each week?

Ashley Combes: As a supervisor I'm on call. But they really work around our own schedule.

Faisal Piracha: I would say probably about 20 hours.

Tisa Vo: I work ten or less.

Jacob Richards: It really varies.

Mary Harris: So when you sign up are you committing to a year? When you sign up for us it's three years: is that too much?

Faisal Piracha: Mine said 'til June and then the project's going to end. Hopefully it will go on for longer because we need more projects like this, because the youth is the future and they need to hear from youth.

Mary Harris: How important is the stipend: if you didn't get it would you still be doing it?

Faisal Piracha: I love my job, I love what I do what we do because we're the voice of the youth. I probably would do it.

Ashley Combes: I was a board member at one point and I was promoted and you get paid an extra dollar, but now that I've been working it's past the dollar. I would still be working at the job if I got paid \$6 an hour now. We're like a family.

Faisal Piracha: I wouldn't trade it for the world.

Ashley Combes: I need the money. I have bills to pay: I have to pay for the phone bill; I'm starting to drive so I have to pay for car insurance. I would need a job that pays me but if I could...

Mary Harris: Next on my list is different neighborhoods: I'm from the Excelsior, so have they applied?

Faisal Piracha: Excelsior Boys & Girls Club did. I think we got one from Visitation Valley Middle School.

Veronika Cole: I think it's another larger issue: that it's citywide funding so how do you ensure citywide access?

Ashley Combes: In our applications we have demographic information so we can get a range. Right now we can't say this many percent because we're getting them from all over the city. A lot of our projects are for everybody, we want everybody to come. We have outreach that goes everywhere trying to make sure we get applications. But when we do look at our applications we look at that.

Veronika Cole: Do you think at some point you'll look at that?

Tisa Vo: I don't think we've been through enough cycles yet. But eventually when we start to see a trend, if we get an abundance of applications from a certain district, then we'll look at other places.

Mary Harris: If there was a gap I would really suggest that.

Faisal Piracha: I see where you're all coming from, but it's not really where they're from: we're looking for the best projects that will affect more than just the neighborhood.

Veronika Cole: If there's no more questions from the CAC I wanted to take public comment.

Colleen Montoya (*Youth Commission*): I don't really have any questions. Jesse, the chair, just left. We were both on the working group that came up with recommendations. I'm just super-impressed; you guys sound like you're doing amazing work; it sounds like you're off to an amazing start.

Veronika Cole: I also wanted to recognize that Matt Rosen is here; he was instrumental.

Matt Rosen (*Youth-Initiated Projects*): I work with Youth-Initiated Projects, a sister grant-making organization in SF. The folks that helped to create YFYI, one of the big things we wanted to do was get big dollars in the hands of young people and we knew that was a risk. That had never happened before, and I know you guys are starting to do that. I know you gave a grant out to Beetleproof for about \$15,000, and just so you know those are larger than anyone's ever given, so you're breaking new ground. I guess I'm interested in knowing how that's going and what kinds of support are you giving to those groups getting the big bucks?

Ashley Combes: We help them research equipment; we help them get the best prices. When we have those people we really track that money and provide support where that money should go. We don't say that should happen: we leave that in the hands of the youth. We give them the tools.

Faisal Piracha: We just funded a project that's \$40,000 and they're making a business out of that. It's a free studio so they're going to have to bring back all kinds of receipts.

Ashley Combes: I'm very impressed with a lot of the budget forms that came in: they really did their research, they really thought through their narratives. They actually have a lot of stuff where we just have to track it.

Tisa Vo: The board is really hardcore about making the spending really efficient. If we see something that's over budget we would ask why. We really get down on where the money's going to and whether it's spent wisely.

Jacob Richards: One of the things I've noticed is a lot of the ones that ask for really big amounts of money are working with schools or CBOs where they have a lot of support, so they get the support of both sides. Beetleproof is one where she really didn't have support and we hooked her into that.

Glenn Eagleson (*DCYF*): Do you give out a certain amount every month?

Ashley Combes: We have a ladder of money so we figure out how much we can give out a month. So we didn't make that an exact rule, but we can see visually how much money we have left. We give the opportunity for youth to ask up to \$40,000 and up to \$100. We have stuff do the budgets; they vary.

Faisal Piracha: It makes it so we really can't set a certain price on each subcommittee because you never know.

Ashley Combes: We never offer more than \$40,000.

Veronika Cole: We need to wrap up, but I wanted to thank you for coming. And if you wanted someone to talk to I'd be happy. Thank you for all the work in the first two years.

b. Planning for Set Aside Funds

Glenn Eagleson (*DCYF*): My name is Glenn Eagleson, and I started about two months ago to help DCYF work on a few different areas: one is to focus on youth employment and the second is SF TEAM, a literacy initiative, and the third is youth-initiated projects. So what you have in front of you is an update to answer some questions I've been hearing related to youth-initiated projects. This is just really to give a brief history; because this was an initiative that many of you were deeply involved in. There might be corrections to this, because part of what I was doing was pulling information from a lot of different sources.

There's a brief overview of the set aside: what its intent was, the working group, the pilot project in terms of the decisions or recommendations that came from the CAC, and then finally some brief recommendations from DCYF in terms of moving forward. One of the things that had been talked about was talking about where DCYF is in its current process. I think I'll stop there and take questions; if there are questions about anything that is on here now in terms of the pilot or the extension of the pilot.

Nick Deluca: The subcommittee doesn't exist yet, right? I was struck by something you said: this is a lot of money and it would seem to me that it's something that is really important that the first year go well. It seems important that somebody's looking over it; oversight that's not onerous.

Nani Coloretti: This is being treated as an initiative, which is a little different. Mike is the program officer for the initiative, and he spends a lot of time with CHALK. Glenn is the planner on it, and he's helping staff you all, this joint subcommittee that would help guide not just this pilot but this set aside. And then we also have been using our evaluators who have built a kind of continuous improvement evaluation. It's a very interesting evaluation model, where the youth board is doing an evaluation of their grantees and then at the same time the whole initiative has both a process evaluation and an outcomes evaluation. That's one of the reasons why we extended it to December, because everyone realized there was not enough time. We wanted to give them a whole year.

Nick Deluca: The extension seems to me like it makes sense.

Nani Coloretti: We don't want to set it up to fail: we want to learn from it. There are some great discussions we could be having about what happens next. Our hope is that the CAC subcommittee starts to get off the ground so we can have more input.

Veronika Cole: The other two components we discussed: is that still on the table?

Glenn Eagleson: My understanding is that youth philanthropy was one model that came up, but other ideas came up and we didn't want to dismiss that. We wanted to keep that idea there and say let's talk more about that. We just wanted to keep that idea open: that there were other ideas. Nothing's been decided; it's just to keep that idea.

Veronika Cole: I see you have on here changing the name to youth-initiated projects. Matt's group was already named that so we actually changed that to YFYI.

Matt Rosen: Youth philanthropy as a term was never a term that we gave; that was a term applied by DCYF. Our strategy was we wanted young people to be charged with giving out funds but we didn't want DCYF to have that role. We get kind of pigeonholed but I think lots of different approaches can be taken but we want young people to be involved in choosing those approaches.

Veronika Cole: Let's take public comment.

PUBLIC COMMENT

Colleen Montoya: For the extension no new dollars are going to go out, so the full \$800,000 plus will be available starting in January, correct? So that approximately \$885,000: that would be available through June? I don't do program officer work; how does that work in terms of how much needs to be spent?

Nani Coloretti: The extension to the CHALK contract will be at no cost, so the \$885,000 will all be available. This is what's going to be tricky. As a budgeter I would say you might not want to kick out all the money because you might have a program that you can't fund starting next year. What's happening now is we're trying to learn something and we're saving money. You would want to either divide the one-time cost over the three years or use it for one-year trainings. There are lots of ways to handle that, but the difficulty of saying that for sure \$885,000 goes out is you might create a hole.

Matt Rosen: I guess what I can't understand is that on July 1 there will continue to be \$885,000 to fund youth-led projects.

Nani Coloretti: That's not the issue: the issue is more how you spend the money. We have a planning process that's being proposed and in order to let that happen you're faced with the choice of spending it all in the last six months, or the other options I mentioned before.

Colleen Montoya: So why wasn't the plan so the whole \$885,000 would go out? Is that just because of the extension?

Ken Bukowski: Technically, the RFP was written so that the contract could be extended for the next three years after the pilot phase. The working assumption is that since we granted \$450,000 for an 11-month period, that amount – maybe more, maybe less - would be part of this contract every year. So if CHALK's contract is continued then we need to decide what to do with the remainder of the set aside funds and likely issue an RFP to grant them out. We probably won't be able to make a decision by January for an RFP and funding for any new projects probably wouldn't start until July 1. Also, just to be really clear, the Children's Amendment requires that 3% be set aside each year, that's basically cordoned-off money that we can carry forward from year to year if we don't spend it all in one year.

Veronika Cole: Is that true of the Children's Fund overall? Does it have to be spent?

Nani Coloretto: If it's not spent it returns to the unappropriated reserves and you have to go through a process to get it out. There are special ways you can carry forward money or do other things. What we do know is even if the money returns to the unappropriated returns it can't be used for anything else.

Jesse Cottrell: When you say you're not spending this until January of '05 you're counting on it not being sent back to this reserve. It could happen?

Nani Coloretto: It could happen, but there's nothing else the city could do with this money. Part of this is we knew that the CAC was going to do a subcommittee; we could have not waited for this process and dumped this \$880,000 into another RFP. We could have done that but we know that there's money in the community right now and we want this process to help decide how to spend the rest of the money because that's the way that honors what you asked us for.

Jesse Cottrell: I'm curious about whether DCYF has started to look into other ways to spend this money. You mentioned that there were other programs.

Ken Bukowski: There are current programs that fit under this definition, but the staff at this point has made the decision that it is separate money for new projects. So that will probably be part of what Glenn will be looking at.

Veronika Cole: I'm really happy to hear that there was a strong feeling that this money shouldn't be spend on programs that exist.

Jesse Cottrell: I'm also wondering that it says the subcommittee activity will begin in September: so they will be primarily focusing on what to do with this \$880,000 in January?

Ken Bukowski: That would be one of their focuses. There will be an initial ramp-up meeting where past successes and challenges can be discussed. We are hoping to name those subcommittee members by September.

Veronika Cole: If you start in September January might be ambitious.

Matt Rosen: I think all of these things make sense but that raises a concern: when you get in this place where the tail is wagging the dog. At some point in time we'll have to say we can wait until all the info is collected or go with the subcommittee and use that info to say let's continue to invest in this group, but we're not waiting until July 2005 to work with the full amount of money. I think a lot of us had hoped that we start with that full amount of money last year but DCYF was comfortable with the pilot.

Ken Bukowski: I wanted to make clear that the set-aside doesn't start until 04-05, so this truly was a pilot. I would imagine the first area where the subcommittee will provide input is the continuation of the CHALK contract, and then they have more time after that discussion to decide what to do with the rest of the money. It's not the intention of the department to have a lag when the current CHALK contract ends in December.

Jesse Cottrell: So the decision they would make in December wouldn't be an open RFP process?

Ken Bukowski: Just being practical, unless something went drastically wrong, which seems unlikely given how things have been going to date, there will not be a new RFP for that component.

IV. Approval of March Minutes (*discussion/action item*)

Veronika: Why don't we officially convene the meeting? We're going to change the agenda a little bit because we basically have quorum for the next half hour. Do we still have action items left in YFYI? We'll move from the foster care into the special needs. Why don't we start with approval of the minutes?

Lisa Gray: I move that we approve the minutes.

Mary Harris seconds, all are in favor.

V. Resolution Declaring May as Foster Care Month (*discussion/action item*)

Ken Bukowski: This resolution comes from a project that's partially funded by the United Way. They are going to Commissions and Citizen Committees across the city and asking them each to pass a similar resolution recognizing Foster Care Month.

Emily Dreblow: I move to pass the resolution.

Mary Harris seconds, all are in favor.

VI. DCYF Plan for Disbursement of Special Needs Funding (*discussion/action item*)

Mike Leo: As background: as part of the CSAP it was decided that \$300,000 be set aside each year to address special needs. After this decision was made we convened stakeholders, mainly consisting of our currently funded programs that deal with the special needs population and asked them for input.

After that meeting the first model was developed, which was a very quick and dirty way to supplement the funding that those specialized agencies were getting so they could use their own expertise, with a large amount of the funding being for other CBOs that don't serve special needs regularly but who might have a client for which they could not afford to accommodate.

The group of agencies came back with Model B, which pushed a lot of funding toward training and not as much toward direct accommodation. Their feeling was that there needed to be a real shift in the community; they presented that to the steering committee and they came up with Model C, which is really a middle ground between the two. There would be an entity that would conduct assessments to help DCYF figure out whether or not additional funding would be appropriate.

If you turn to the back of the handout you have a schematic based on Title II of the Americans with Disabilities Act, which addresses anyone who offers a place of public accommodation. What you have here on the end is the standard procedure and then the other end would be fundamental alteration. No one is required to go to fundamental alteration; they are required to go up to the point of undue burden. So anything that would be reasonable they are required to do. So a deaf parent may be able to write notes down one-on-one, but not at a large meeting.

The point of undue burden comes in when you look at the size of the overall agency and the budget. So a parent at Edgewood with a \$12 million budget, an interpreter would be reasonable whereas at some of the smaller ones it wouldn't. So that's where DCYF really wants to use this funding: to pick up where an agency can't, to make sure a child or a family has access at the point where it would otherwise be an undue burden. The intent is to help the agency become as inclusive as possible, without forgoing their legal obligation. So we want your input on which of the three models DCYF should pursue. We would be able to adjust depending on need; this is not something we would be locked into.

Veronika Cole: We mentioned before about getting some parent feedback on this.

Mike Leo: We talked about that a bit in staff and with specialized agencies, and the problem there is that: one, we wouldn't be able to get a real representative sampling in that short amount of time. The second is that the parent's input is

going to be focused on the case they're dealing with, and to ask them to give input on a broader scale in a very generalized form might not be all that helpful.

There is general agreement that there needs to be training and support, and there needs to be additional funding to accommodate. The trick is to find that balance between training and having no money left to pay for an aide or help with transportation.

Veronika Cole: One thing we mentioned is that whatever money you put into individual accommodations it might be harder to cut that; those services need to be maintained.

Mike Leo: Part of the assumption is that because of our funding restrictions we can't commit to anything beyond the year. So they'd have to understand that. The Mayor's Office on Disability has an interesting model that they use: They ask the agency to plan for sustainability rather than relying on a public agency. It's really hard to say what the demand will be like.

Veronika Cole: Is there any informal feedback on accommodations vs. training?

Mike Leo: It really depends on who you talk to. Obviously the needs far outstrip the funds that are available here. Luckily we're dealing with a finite group of organizations, and we also have a wealth of referral resources and other information, and other funding sources that we can help point folks to. One of the key components of the ADA is the need to focus on the individual situation; people of like disabilities are not going to have the same needs, so that's really going to guide us here. So it's really going to have to proceed on a case-by-case basis in order to succeed.

Ken Bukowski: It seems like C represents the input from all the different stakeholders so that's the most thought out version to date.

Mike Leo: It also makes the most sense administratively and organizationally. It probably makes more sense to put it out to contract and really hold them to a scope of work. So they'll have an independent, unbiased eye when they make a recommendation.

Nick Deluca: This is the first time I've seen this, but it seems to me that this is a three-year pot of money so it would make sense to have more money going to training in the beginning. So somewhere between B and C seems to make sense. Talking about individual disabilities: the utility really seems to depend on how general the trainings are.

Mike Leo: I think that's what we want to avoid. The idea is to provide general training to everyone – that would include disability awareness, their responsibilities under the law – and then to be able to refer those individuals to specialized organizations. There's no need for them to get 20 hours of training on physical disabilities when they have two autistic kids. We envision that part of the steering committee's responsibility would be time set aside to visit with individual agencies to assess and give them ongoing support. It's really the same model that we use now with organizational development: there are general workshops and some CBOs have individual training.

Veronika Cole: Is there any information people need to make a vote?

Mary Harris: So we're supposed to vote on one of these? Because you didn't do what the steering committee wanted you to do, which was to talk to parents. You kind of rationalized that and I feel like that's a key component that's missing.

Mike Leo: I appreciate your concern and I agree that parent perspective and input is important. But there was not enough time to get a representative sampling of parent opinion and come to you and say, in general this is what parents think. I think it would be really unfair to draw from that.

Lisa Gray: In terms if the time constraints: does that mean that there wasn't enough time between the steering committee and today? So if we didn't vote on this today you might be able to incorporate that into the process?

Nani Coloretto (DCYF): You guys can decide to either vote on this tonight or put it off for a month. Our thinking was that we would really want something in place for the new contracts. The other thing, to make this easier, there actually has been a lot of work on talking with parents around special needs, and then we could craft a focus group to make it

statistically significant. We could start with the work of CPAC, and we also fund Support for Families that has also done an exhaustive needs assessment. I'm not sure if in the next month we could do it on our own.

Veronika Cole: I'll entertain a motion to table this to get some input.

Lisa Gray: I will move that the plan be tabled to our May meeting, allowing the department to put in place a process that allows for more substantive parent input.

All are in favor.

Judith Flynn (*Montessori Children's Center*): I had a couple of questions: what ages are you looking at? The CPAC inclusion report is primarily 0-8 and there's some space for up to 14. The subcommittee has been meeting for over a year now and we just finished 23 focus groups. They were multilingual; they were in different districts; they were with providers; they were in day care homes. So I'm thinking you may be able to use that. We have a meeting scheduled Monday, and we will be receiving a fairly conclusive result of the focus groups and then we'll be looking at what we can do.

Mike Leo: I did look at some of that. I think the overwhelming thrust was that the parents really want places that will accommodate their kids. So the real question is as an organization how do you provide that? Asking parents to take a look at a really rough model: I'm not sure what we will get out of that. It's important to know that this is not a static model: it will be responsive to need and ongoing input.

Judith Flynn: A couple of things that hit me was, based upon the focus groups I was involved with, most of the people feel the majority of their programs have accommodations. What they want is training. The overriding concern is training. And if you listened to them it meant support as well; six months down the line I need support. The other thing that I was very interested in was you said specialists would be available for consultation; the biggest gap is there's nobody to do that. I don't know where these specialists are but programs wait forever. So another component might be helping to create some specialists.

Mike Leo: The idea of ongoing support might be kind of confusing in looking at this. You have to think of support as being a form of accommodation. So the specialist might recommend ongoing support: that would really be a direct accommodation. But it wouldn't be on the burden of one consultant to provide that for everybody, they could recommend somebody.

VII. Staff Updates

Veronika Cole: I think we're running out of time; we have to wrap up. Announcements?

Ken Bukowski: I guess we'll incorporate budget updates in this. Winna Davis and I met with Supervisor Sandoval to discuss the department's budget and specifically the 5% cut plan and the 15% contingency plan. As part of the budget committee meeting next Thursday the department will be on that agenda and we will be discussing our contingency plan and the service impact, so if people are interested in attending that meeting, it's 10 a.m. on Thursday, April 29. At tomorrow's meeting he is hearing from adult services, so a similar thing. It's mostly that they're trying to do some advance discussions. The other updates: this Saturday the mayor's having a town hall meeting in Visitation Valley starting at 10 or 11 and I can send out the address. Supervisor Sandoval is having a hearing on children and youth issues on Saturday from 12 to 2. And then the last update from the Mayor's Office has to do with appointments: there is no specific timeline for when the mayor is making appointments; he's focused on Commissions and department heads and he will get to this committee when he can.

Mary Harris: Can you tell us about the e-mail you sent to CAC members?

Veronika Cole: Nobody said they were going to reapply; two people said they might continue for a few months. I think we are going to look at doing massive recruitment. I'm not sure if other people want to share? I actually have an issue which is I'm going to be out of town for the next steering committee, which might affect quorum.

Ken Bukowski: Do you want to just send out an e-mail?

Mary Harris: Is there something burning that we have to meet.

Ken Bukowski: We have to finalize the May meeting location. We may have budget updates by that point.

Veronika Cole: I'll see if I can move an appointment. What about May 17? We can tentatively say May 17.

Nick Deluca: Can I throw out one thing? I think this has come up before: I would like to find a way on some of these things to see some of this stuff before, or have a presentation at one meeting and then vote at the next. It's frustrating to walk in and try to digest it, and try to make a useful decision about it. I think setting it up so you get something you're supposed to look at it and vote on it all in the same breath. When it's possible, if we can get these in advance.

Ken Bukowski: It's difficult because some of these things we really need to walk through.

Meeting is adjourned without a motion because quorum is no longer met.



Department of Children, Youth & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, May 19, 2004
5:30 – 7:30 pm
City Hall, Room 34 (Basement Level)

DOCUMENTS DEPT.

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Committee Members

John Avalos
Veronika Cole
Tim Daniels
Nick Deluca

Emily Dreblow
Lisa Gray
Mary Harris

Gaylon Logan III
Dana Lung
Max Wang

- I. Roll Call & Call to Order
- II. Review Agenda (*discussion/ action item*)
- III. Approval of April Minutes (*discussion/ action item*)
- IV. DCYF 2004-05 Budget Updates (*discussion/ action items*)
- V. 2004-05 Plan for 3% Youth Initiated Projects Set-Aside Funds (*discussion/ action items*)
- VI. DCYF Plan for Disbursement of Special Needs Funding (*discussion/ action item*)
- VII. CAC Member Recruitment (*discussion/ action item*)
- VIII. Staff Updates (*discussion/ action item*)
- IX. Announcements
- X. Adjournment (*action item*)

*Public comment will be taken during each item on the agenda. Should you wish to provide public comment on an item you must fill out a "Speaker's Card" and submit it to the Chair. Remarks are limited to two (2) minutes, unless an extension of time is granted.

For More Information, contact: Ken Bukowski, 1390 Market Street, Suite 900, San Francisco, CA 94102, (415) 934-4844 or KBukowski@dcyf.org.

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Children's Fund Citizens' Advisory Committee

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MINUTES

Wednesday, May 19, 2004

5:30 - 7:30 pm

City Hall, Room 34 (Basement Level)

CAC Members Present: Veronika Cole, Tim Daniels, Nick Deluca, Emily Dreblow, Mary Harris, Dana Lung
DCYF Staff Present: Nani Coloretti, Winna Davis, Glenn Eagleson, Mike Leo, Emily Rugel

Mary Harris: Calls the meeting to order. Let's review the agenda.

Nani Coloretti: We can't do the minutes because we don't have quorum.

DCYF 2004-05 Budget Updates

Nani Coloretti: The budget is still a moving target; it's being released June 1. For DCYF they're still pinning down our revenue. Because there are a lot of appeals they may have to reduce our level by a small amount. The problem for us is we have granted every possible dollar so we need to get our revenue estimate because we may need to look at our slate of grantees. For that reason and others we have delayed telling our grantees, but we will know tomorrow what the estimate they're going to lock down is. We have been in conversation with the Mayor's Budget Office about a number of cuts. They did not like our suggestions so we have been working on a number of different scenarios to cut staff. We're not completely sure what that looks like but we'll know soon so we will let you know.

Nick Deluca: So is the expectation that whatever the budget cuts are they will come out of staff instead of services?

Nani Coloretti: It's very difficult to get a lot of staff savings out of the General Fund. Even if you were to cut the Children's Fund staff you couldn't supplant General Fund with it; you couldn't use the Children's Fund to fill the \$250,000 hole. We've been running these scenarios that include Children's Fund and General Fund cuts.

Mary Harris: So does this mean there will be a delay in the letters?

Winna Davis: Our recommendations are with the Mayor's Office. This is the final level of the review process. I'm meeting with one of the staff tomorrow so we can get them out. We were hoping to get them out sooner, but it is my hope that we will get the sign off tomorrow.

Tim Daniels: Would it be possible for the members of the committee to get an e-mail with who was funded?

Nani Coloretti: We'll send you the whole list. The thing to remember is that it is the result of a three-year planning process and it was a very difficult process. There were a couple of subgoals we didn't have in place before. We have an entire subgoal on career and college prep. So just remember that we are holding true to a very long planning process that a lot of people participated in.

Mary Harris: I've been hearing a lot about what could be funded regarding youth violence.

Emily Dreblow and Veronika Cole enter.

Nani Coloretti: We need one more person for quorum so we're just going over updates. Through DCYF we're adding 450 jobs, which is a lot. That's on top of the Mayor's Vocational Program, which will add 100 jobs. So we're really making a push on youth employment. We're hoping that that will help.

Nick Deluca: Is it possible that somebody would look at this and because most of it is in the Children's Fund you would see an arrangement in which staff is kept at the expense of programs?

Nani Coloretti: They don't see any of those as protected. They want to see a reduction in staff and they don't care where it comes from. One of the scenarios was folding our department into DHS, and that would have cut a third to half of our staff.

We were running a lot of scenarios with them; it would take a charter amendment and in the end the mayor's probably not going to forward that scenario. DHS does a lot of really great work but it's with really different outcomes; we're really prevention based and they do intervention. Even though we think it's off the table it will probably come up with the Board, so you need to think what you as a CAC think about that. So it's a discussion. We used to have an informal budget group so we could do that again if you want to talk more about it, but Ken and I were running a lot of scenarios.

Dana Lung enters; quorum is met.

Nani Coloretti: It's still a moving target, our revenue is still moving target. They really want to minimize any cuts: General Fund or Children's Fund. Given the huge gaping hole of the General Fund deficit there will probably be some cuts but nowhere near our contingency plan.

Emily Dreblow: And the timeline is?

Nani Coloretti: June 1.

Tim Daniels: Can you tell me how many staff are at DCYF and the overall payroll?

Nani Coloretti: There are 34 staff: that includes staff that are state funded and federally funded, that's four staff. The full personnel cost is 9% of the total agency's budget, so north of \$2 million. The admin. cost for the General Fund is a lot less than that. Children's Fund really bears more of the admin costs; and I'm adding in anything administrative: the Repro costs, the rent. We think it's pretty lean, but obviously were a very unique department because we do grants and we do planning so it doesn't look like any other department.

Tim Daniels: So what are they comparing you to?

Nani Coloretti: They just have an idea that we need less. Let's find some cuts. It wasn't like we surveyed other foundations or people who do grant-making. It's a little bit backwards because of the severity of the budget.

Winna Davis: Without even looking at the impact of the work that's being done at DCYF, the number of grantees which is close to 250. Even now with cutting staff we're really going to be hurting, being good stewards of the Children's Fund.

Veronika Cole: I had a few ideas for action items. So I'm thinking we should start the meeting officially. Let's begin because we now have quorum. Why don't we go ahead and approve the minutes, so we can get that done.

Nick Deluca moves, Mary Harris seconds, all are in favor.

Veronika Cole: So we can jump back in the budget. One thing I'd like to recommend is Supervisor Peskin approached me about the management costs. So maybe as a committee we want to take a look at the staffing structure to see if we have any input. Personally I felt that I wanted to provide a response but I felt like I needed more information; so learning a little but more.

Emily Dreblow: I think it's a good idea but I think the timeline is really short.

Nani Coloretti: June 1 the budget gets passed to the legislative side and that's when things go really, really fast. It's probably easier to influence in at that point because you'll know what the cuts are. But that might be when other ideas like folding into DHS come up again. So when you're saying a week and a half you're right but it will probably get nailed down sooner.

Mary Harris: I don't think we'll influence the mayor but I do think we can influence the Board of Supervisors. I think the mayor's pretty much made up his mind but the Board of Supervisors is still thinking about it. So it really would be valuable to know what everyone is doing and how it will impact programs.

Veronika Cole: The department's different than other departments. Staffing always seems like the primary target but what's diff than others?

Emily Dreblow: I think it's a really good point to talk about the accomplishments, making our lives different and better. Those are really important points to make, so there is some semblance of comparison. Have you thought about those things?

Nani Coloretti: We have actually briefed Sandoval on all of this, but he's not listening. We've told him about the initiative work, like what we did last summer when we stepped in, we put a survey out, we got the school district to open up those schools.

Emily Dreblow: The other alternative will be to show them what won't happen. Survey the CBOs, survey the kids and find out.

Veronika Cole: It's accountability too if there looking at this from a fiscal standpoint.

Nani Coloretti: There was a moment when Sandoval was asking Aumijo from YouthWorks about what we can do to get money to you. And Aumijo said you have that process, that's DCYF. And he said no, how can we get it directly to you. I also think there is an orientation about the fact that the department couldn't do anything correctly at that hearing.

Mary Harris: There's definitely some education that's needed. Muni's fighting back.

Winna Davis: Have you done an audit? Have you gone in to see what people do? When we've tried to do the education it gets slammed. So that's what needs to happen; we really need to show not only Supervisor Sandoval. We need to do a better job.

Judith Flynn (Montessori Children's Center): I was there on Thursday and I'm going to speak in favor of DCYF because they were treated absolutely abysmally by Supervisor Sandoval. I think he humiliated the department. He allowed all the youth to speak first because he said they'd made a special effort to be there. He did lose a good majority of people. He then made a very unprofessional public comment because various... I was disgraced at the presentation from our public officials, and this is above and beyond the things he said at the beginning of the hearing to both Winna and Nani about their salaries, which were absolutely out of the question. DCYF is being picked on. There's another budget hearing coming up and if anybody from the CAC can speak that would be great. I've been to quite a few hearings in the city and this is the worst I've ever seen.

Mary Harris: So it seems like the next steering meeting if everybody could try to come we could start advocacy and education.

Veronika Cole: That's a good idea. The other thing is if maybe DCYF can put together some informational materials maybe addressing the questions that are being raised about why you have the management structure you have, maybe something that talks about what you accomplish. Any other thoughts?

Mike Leo: One thing I think was left out there was that \$50 million is given away, and no talk about site visits.

Veronika Cole: Maybe scenarios where you've saved money for the city.

Nani Coloretti: We've definitely leveraged money.

Veronika Cole: If there's a grant that's not working out.

Mike Leo: An excellent example is the \$700,000 that we saved and got out so they can add 450 slots this summer. That's responsive government and if we don't tell them that they won't know that.

Glenn Eagleson: In addition to the education of the Board of Supervisors I think it's indicative of the city at large: I've heard people say we're not a children-friendly city, we do nothing for kids. There need to be strategies to counter that and say we're not looking at a firestorm this summer, there's a lot the city's doing. It's a very unchecked message that keeps getting out there from all our elected officials.

Nani Coloretti: We were asked by the mayor to do a set of fact sheets and media releases on what is happening to get stuff out there, so we are going to do that within the next two weeks, so we are working on that.

Glenn Eagleson: The Delinquency Prevention Commission for years used to put out a map of San Francisco and all the programs in their neighborhood.

Veronika Cole: I think it's promising that they're worried about whether or not there's programming this summer, and I think it might work in our favor.

Nani Coloretti: I think that kid and youth issues are just not on their radar screen yet. They don't know the good work that has been happening. I think this is not on peoples minds in the way that it is for people who work in the field. There are definitely a lot of programs out there

Emily Dreblow: Can you tell us a little bit about the youth employment slots?

Nani Coloretti: It's through every organization we fund. We surveyed them and figured out how many job slots each could take.

Winna Davis: And asking them because we didn't want to push anything they couldn't take.

Dana Lung: It sounds like you have tried to educate and you have come up against a wall, so our strategy will be that we change the messenger and try to advocate on behalf of the department?

Nani Coloretti: We'll do an educational brochure. I don't think there's any problem asking the question, but I think things are happening so quickly that people aren't asking the question.

Dana Lung: So what's going to make it different? Changing the messenger is one thing.

Nani Coloretti: I think that Emily and Veronika's example of what won't happen, using actual examples. We actually have surveyed our CBOs that asked a lot about our work, and actually got a lot of really good feedback. We have not surveyed the youth and may not be able to get to it before the end of June. We do have the results of Youth IMPACT. And we've plugged that into our RFP so we have been trying to have a youth voice in our work,

Nick Deluca: In addition to changing the messenger with us what's happening with the organizations you fund?

Nani Coloretti: CBOs have done that in the past. The tricky thing is we haven't announced our next batch of funding so they don't know who they are. So I can imagine a returning agency might be better.

Veronika Cole: Some of the people who come to our meetings.

Emily Dreblow: I can talk about it; how it provides a lot of data on a monthly basis. It is a lot of evaluation but it's helpful.

Mike Leo: And we can also run reports for the Supervisors.

Nani Coloretti: The people in the know know. The other thing is we just got featured in the Harvard Press. I think it's more compelling if it's actually a program that needs to use it. We're streamlining the CMS.

Veronika Cole: One thing is maybe in addition to comparing it to other city departments comparing it with a foundation or another government entity. I know Dana you work at the United Way

Dana Lung: We could tell you about our organization, which is very, very small compared to this department. But if you go to the Foundation Center they have information about their staffs.

Veronika Cole: Do they tend to have staffing structure?

Dana Lung: I don't know.

Tim Daniels: Generally speaking you'll find most foundations are giving more money with less staff so you have to be careful.

Veronika Cole: Foundations aren't accountable to everybody.

Tim Daniels: And most foundations will not have the depth of funding that this department does. Night and day they're different.

Emily Dreblow: I'd be curious what the level of accountability is for other departments. Because it's pretty significant: we're really able to document what we're doing and at the end of the month say these are the changes that we saw.

Nani Coloretti: When we were talking about folding into DHS: they don't have any outcomes in their grants. They're doing unit-based services, you get reimbursed per the unit, because a lot of it is TANF money. In needing to use their planning staff to make those requirements what they haven't done a good job of is having outcomes and results in their contracts.

Nick Deluca: So there are two different kinds of things you guys have to do: one is that intellectual case about why the department works, which is what you use to give somebody who is prepared to be persuaded. And then the separate track is advocacy, which is having the organizations DCYF funds come and speak and say this is important. Or talking to Coleman: that's the other track, having organizations and advocacy groups speaking on behalf of the department.

Tim Daniels: Does DCYF have one scenario that it is putting forward?

Nani Coloretti: If you need to give us x FTEs which ones? If you need to give us this amount of savings how would you do that? We did help them do those but in the end the Mayor's Office did what they wanted to.

Tim Daniels: I'm curious if any of those scenarios included collaborating with another organization.

Nani Coloretti: We didn't but we did talk a little bit about collaborating with the First 5 Commission. The reason they don't have staff is we support their computers, we do their HR. They are ramping up so the idea is could you share some positions with the First 5 commission? Well, the first 5 commission had a meeting where Steve Kawa asked if they could fund Healthy Kids so they're not feeling like sharing positions because they did this other thing. So that's probably not going to go anywhere. But they did do some thinking; there are efficiencies to be gained.

Veronika Cole: To summarize: we're getting more info from DCYF and we're going to take a look at it at the steering committee, and all are invited to help if you can.

2004-05 Plan for 3% Youth Initiated Projects Set-Aside Funds (discussion/action item)

Winna Davis: I'm going to give you an update. You talked at the last CAC meeting about CHALK so DCYF made the decision to extend the contract with CHALK for six months at a cost of \$250,000. In addition at the last CAC meeting a plan was developed to form a subcommittee so in response to your feedback we've decided we would like to allocate the 3% funding as close to June 1 as possible. Reviewing the proposals that came in for the RFP there were a couple that seem to meet the goals of the 3% set-aside, so that's one thing. We also wanted to continue to build the youth subcommittee, but based on early lessons learned we realized we need to take the time to really develop that committee. We know it's going to take time because many of you will be leaving, so after we get you in place we can look at that.

Veronika Cole: So you're funding CHALK and then there's additional funding and you're looking at the RFP. What are the requirements?

Nani Coloretti: There's a whole subgoal that reads like the mandates for YFYI. So we looked at all the planning work, all the recommendations. So there are definitely some folks that comply with the spirit and the intent of the YFYI subcommittee. The Youth Commission is going through recruitment now; we're going through recruitment, so the intent is grant out for one year, get results from the evaluation and have recommendations that take effect a year from now.

Veronika Cole: It seems like these are organizations that do grants to young people. I would want to be conscious of establishing duplicates.

Nani Coloretti: They're not all youth philanthropy models so that's the good news.

Winna Davis: And then they know up front that it's for one year.

Emily Dreblow: So this would be in addition to the \$15 million in the RFP?

Nani Coloretti: It's about \$315,000; that would include the augmentation for the CHALK.

Emily Dreblow: So you extended their contract for six months? And what happens after 6 months? So does the RFP go out this fall?

Nani Coloretti: We granted them with an option to extend for two years. There's an evaluation that comes out so if they meet their objectives we have the option to extend. Hopefully by then well have a subcommittee in place. So there is a kind of escape hatch. The hope is that that evaluation is going to drive what happens.

Veronika Cole: Part of the question to is how much money they can give out.

Nani Coloretti: We're looking at that right now because they're doing monthly granting. So how sustainable is that? I was very impressed by the youth who came but I know they're learning every day.

Mike Leo: We're tracking closely the proposals that come in, the difference between the requested amount and the awarded amount.

Veronika Cole: I'm still kind of interested in who in the community is getting that money. Are you tracking that?

Nani Coloretti: Everything is being tracked.

Emily Dreblow: That's just another example of the work that DCYF is doing. It's a youth-led project that's the biggest in the country, so that needs to be heard.

Nick Deluca: So the grant money: the organizations that get that are applying for that money specifically?

Nani Coloretti: They're applying for a subgoal that doesn't have very much money. A lot of really interesting ideas got scored and only a few of them could get funded.

Nick Deluca: These are groups that applied for money under this umbrella, there just wasn't enough money?

DCYF Plan for Disbursement of Special Needs Funding (discussion/action item)

Mike Leo: So what you have in front of you if you received the packet I mailed is a brief summary. As part of the CSAP it was decided that \$300,000 per year for two years would be set aside for special needs kids. And the idea was for then to be able to access the regular programs we fund, because we've had programs come and ask us to augment their funds.

So we talked to some of our special needs providers; Paul is one of them. It was more or less agreed there should be these three components: training for the entire CBO community around disability awareness, ADA requirements; there would also be a part where we would have people who came to us and say we've got these kids who need aids can you help us out? So there would be a professional or a group of professionals who could lend their expertise and make some recommendations to us. And then the last component would be the amount of money that was used to make those accommodations.

The group came back with Model B, which said we need to do a lot upfront with training and education for everyone, and maybe not so much on direct accommodation; that's the approach they were recommending. The next step which got us to Model C was the discussion at steering committee which is kind of a compromise. So there would be training and some money would be set aside for direct accommodation.

I think the real crux is the question of how broad or how deep you go. Do we spend a lot of money on training on a very broad level but not go very deep? Or do we do a thinner approach across everybody but when they do request special help then we can go in and say here's our consultant, they can hook you with this agency to address the specific disability you're dealing with. Or maybe we get another training for 15 agencies that really have issues; so that's really focused. I think one of the things that's really interesting is from an organization with parents with disabilities; she says we've made all this progress but there's still a lot of loopholes and there's still a lot of gaps. So even though they've made all this progress they still don't have basic coverage. So we really want to make an immediate difference in the lives of real kids in San Francisco who want to participate in a program. So it would be we can help you, we can help those kids in the short-term. The question we're asking you to look at is as a preliminary framework what do you think is an appropriate way to proceed.

Emily Dreblow: Was this discussed at the steering committee and were there parents that attended?

Mary Harris: We had a few parents come: one had a child with cerebral palsy. She was kind of promoting her special apparatus that helped her child, but she was also telling what her everyday life was. And then we had someone that had a child that was blind. So it wasn't all the special areas, but it's pretty much in the minutes.

Veronika Cole: Did anything seem to approach to a particular approach?

Mary Harris: No, not really.

Mike Leo: One thing I got is that kids need more, they need more programs. The idea is a lot more needs to be done. It's clear that awareness and education is part of that.

Nani Coloretti: They were asked whether they wanted supplies or training and education, and they said training and education.

Veronika Cole: It seems like the training should follow the child.

Mike Leo: I completely agree, and I think maybe it's a mislabeling to talk about direct accommodations. All the training in the world is not going to pay for an aide to help this kid at a program and that's what's going to make the program more accessible. Do you spend 2/3rd or 3/4th on training across a broad range of things when a particular CBO knows I really just have these kids with learning disabilities? I think it's important not to get boxed in that direct accommodation is equipment: it's really anything we can give the CBO.

Veronika Cole: Maybe having somebody available for technical assistance: people can call in and have a conversation with somebody. Even having just that available is a real improvement.

Nick Deluca: It seems to me like this is not a lot of money and it's only for three years. So for three years we can make x amount of kids have a good life and then at the end they go back to where they were before. It seems to me like it might make sense to pick a set of people and do training. It seems to me like the whole idea of setting a program up that's going to go away; you start something up that just falls over. So the other thing would be to do a pilot and see what works. It seems to me like that's another way to leverage a small amount of money.

Veronika Cole: I agree with you about the long-term effects, but I think the training has those long-term effects.

Emily Dreblow: I don't think we should work under the assumption that it's going to go away in three years. I think these services are going to be needed forever.

Mike Leo: And it is \$300,00 per year for three years. The underlying assumption is we want to help make the CBOs we fund accessible as much as possible.

Emily Dreblow: And the training will need to continue.

Dana Lung: So the needs will exist we just don't know the funding will be there.

Emily Dreblow: I'm assuming the department places a priority for this. This is the worst year ever and they're still doing it.

Paul Gibson: My name is Paul Gibson and I'm the director of the youth department for Jewish Vocational Services [JVS], and I want to speak in support. JVS provides vocational training and employment services for more than 500 youth between the ages of 14 and 21 each year. About 65% have learning disabilities, about 30% emotional and 5% physical, and I think that reflects the pop of special needs youth in the school district, and special needs is another name for special ed. in the school district. To put it in some context more than 10% of kids in the school district are in special ed.

I think youth with physical disabilities are the most visible part of this population, but when you're talking about kids with emotional disabilities you have a huge overlap with other at-risk youth, like pregnant teens, foster care. It's both a root cause and a contributing factor. Only 10% of special ed. students are passing trial runs of the high school exit exams which is a disaster in 2006 when those are supposed to be implemented.

I really want to thank DCYF for recognizing this need and I want to especially acknowledge Mike Leo for all his hard work and support. I think that one of the problems is that special needs youth for the most part are invisible to the programs they

work with. If you don't know who these youth are you may not be able to help them. A good example is youth employment; you may not know a youth has a disability until you see the horrendous spelling on an application.

My feeling about the diff models is a couple thoughts. I see improving services to special needs youth as a process and I'm glad there's three years. I think the initial priority needs to be ensuring that agencies get training around how to identify them. I think you can also provide funding for some accommodations from the start, but initially I would see the funding weighted more toward the training and being able to identify kids and make an assessment. The second priority would be the consultation and assessment with agencies that demonstrate an interest in really wanting to work more with this population, and then finally making accommodations and providing services to either serve those youth directly or refer them.

I'm not sure how you would break out the percentages. But my thought is to weight it more toward training and support initially, and the move over three years, but I don't think that precludes you from making accommodations immediately especially for youth with physical disabilities.

So those are my comments. When you're dealing with a population that has this level of need and is invisible the first step is making those youth visible and getting agencies and staff informed, and then moving to what kinds of accommodations they need. And that can happen in a relatively short amount of time. And I will say that that is exactly the model that's been proposed by DCYF. One concern I had was that agencies would want to get funding for accommodations before they had the training and I think the flowchart really addresses that and that's exactly the model Mike proposes.

Veronika Cole: So your objectives for training would not only be to develop awareness but to make an assessment?

Paul Gibson: I think some agencies will want to refer youth with special needs to other programs and some will want to develop the capacity to work more with those youth themselves. Both of those are an option but the place to start is with an assessment.

Veronika Cole: The one thing I worry about is people starting to identify youth with special needs without training. How would the staff treat them differently assuming they made this self diagnosis? You know the whole ADHD thing.

Emily Dreblow: Labeling is very powerful.

Paul Gibson: And I have a background in developing services for gay and lesbian youth and there are some similarities. Youth with disabilities are reluctant to identify themselves, so I think it's important for staff to have a way for them to self identify, and then how you work with them in the context of your whole program and how you meet their needs is the next step.

Mike Leo: I think we're having trouble conceptualizing before we've even seen the need come in. Is broad training going to help do this or should we wait to see where areas of demand are? Another reason we thought about shifting as you go on is to see the demand in the first year.

Nani Coloretti: Let me give you an example with the technical assistance: One thing we did learn was that before you hoist all this training organizations need to be ready for it. I think this training is good because those organizations are going to be more likely to use the training rather than DCYF just requiring this. Sometimes they just weren't ready to accept it and use it in a real way.

Veronika Cole: It seems like there's two objectives: the overall awareness building and then the in-depth. So if you're talking about an individual struggling with an issue that's very different than an organization deciding to outreach or to identify that they have youth already in their programs. It seems like there's a need for both. I think the scratching the surface training would not meet all needs.

Paul Gibson: One other thing I would encourage is for the Council to allow DCYF flexibility in how they implement this because we're not totally sure yet how the needs are going to break down, and it may change from one year to the next so you may not want to lock into a model.

Nani Coloretti: You could take a pathway and say do this for this year and then reevaluate. Or you could say take on these four things and don't worry about the percentages. You could just say we really consultation, training and some direct accommodation and could you just tell us in a year what you got and what you learned.

Mike Leo: These models are not meant to be exhaustive by any means.

Veronika Cole: Direct accommodations could include further training?

Mike Leo: It just means responding to the accommodation requests we get from a real agency. We're thinking that the agencies will come and say we really need help now for these kids that are enrolled, and then we can hopefully send out our technical consultant but we'd have a pretty good idea of what we could fund.

Mary Harris: I personally like the in-depth training in Model B and then switching over later: so 60% in-depth training, 10% consultation, direct accommodation at 30%. Whatever comes out of their training and their assessment they have something to work with.

Veronika Cole: Some of this just seems like semantics. Would you like to make that a motion Mary?

Mary Harris: I make a motion that we put more emphasis on the in-depth training and CBO support to the tune of 60%, keep the individual consultation at 10% and the have direct accommodations at 30% in response to what the CBOs find out.

Dana Lung: And that would be for the first year and then we could ask for an evaluation?

Emily Dreblow seconds the motion.

Veronika Cole: If we have 10% for consultation and then we have in-depth training how would they be different?

Mike Leo: Basically we're looking at a contractor that would come in and do a broad training and part of their work would also be to do assessments at programs to take a good look at what's going on and come back to us with recommendations. And they would say a lot of it is really something they have to do, but this other part is an undue burden and it would allow these kids to participate. So the scope would be for the overall training and these assessments services. So in that case do you really want to put 70% of this first \$300,000 into a single contract?

Emily Dreblow: The questions would be do we have to do that that way? Are there various contractors?

Mike Leo: The original idea under A is we would look to organizations like Paul's to do that on an ad hoc basis, but it became clear that you really need a defined scope and some money that's put toward that. And it's a lot cleaner to have that contracted out. So you might now have to but then the question is how many contractors do you want to get for less than \$300,000? Are you going to cut that up in such small pieces that the admin. burden is more than its worth? I had always expected that they could subcontract out, so if there's an area they're not very well versed in they could go get somebody else.

Veronika Cole: People see things in the lens they're used to, so if people are used to one capability that's all they would see.

Tim Daniels: I think it's a combination of both things: contracting out and using the capacity that's already there.

Mike Leo: In some cases it may be that we can provide this direct accommodation without any costs, because the Mayor's Office on Disability has some funds.

Veronika Cole: So it sounds like that could augment this. So we're still discussing Mary's proposal: is there any more discussion?

Tim Daniels: It seems in developing any program normally you would start with an assessment first and then look at training and then look at direct accommodation, and given that this is a pilot the assessment would be a huge part. The second year it might not but the first year I imagine it would be huge.

Veronika Cole: So one thing I thought about is having a mobile pot of funds but if you have a contractor that's tricky.

Mike Leo: We can always augment somebody's contract if the demand is there but it's hard to pull it back.

Dana Lung: So basically the direct accommodation is where you have the greatest flexibility so if you had to recommend something that might be where you would want to put money?

Mike Leo: Again that was the model developed by the steering committee, and I think that's where we should go for now.

Dana Lung: So maybe modifying it a little bit and putting a little more in training because we heard from parents that that's where the money need ed to be.

Mike Leo: I think the best way to look at the training that's suggested there is this would be the generalized training: Special Needs 101.

Dana Lung: So if we decide to go that way maybe it just needs to be articulated under direct accommodation so people understand it can be used for those things, so they'll understand that direct accommodation can be used for training.

Veronika Cole: Maybe it could read more like...?

Nani Coloretti: So expand that so they know we heard them?

Emily Dreblow: So maybe you could do a survey on special needs and what they see as their opportunities.

Mary Harris: I think we should take a vote on Mary's proposal.

Nick Deluca: Can we do this without having to pick a percentage? The real objective is to find a way to keep some money flexible so maybe we could vote on that as a principle or have a third block of money that's flexible.

Veronika Cole: But I think they're looking for some feedback on the size of contract.

Mike Leo: Yes, because we want to have this in place in August or September.

Nick Deluca: So what if we settled on the number for that?

Veronika Cole: So I think we need to take a vote on Mary's proposal unless she wants to withdraw it?

Mary Harris: Do you guys want me to withdraw the proposal? I put it out there to start the discussion.

Emily Dreblow: One observation is that the weight in Mary's proposal is really for training and in the second it's really direct accommodation. Are you comfortable with the second one?

Mary Harris: No, I'm not but I don't think my proposal is going to fly. I think it would start off as general training but I think it would get more specific based on what children come to a specific agency.

Mike Leo: The trick is we would have to let this contract out before we know what the needs are. So if we keep it low in the beginning we can augment it but if we commit \$200,000 for the year we're kind of locked in.

Veronika Cole: So one compromise might be to do a 40-60 split.

Mary Harris: I think it should be worthwhile for whoever's contracted out to do that.

Emily Dreblow: I move that we support Model C with 40% for training, and 60% for individualized technical assistance and training needs and direct accommodation.

Mary Harris seconds, all are in favor.

CAC Member Recruitment

Nani Coloretti: We have one more thing which is CAC recruitment that we can defer to next time. Glenn is here to speak and Cedric has asked the mayor to add us to the list of commissions that have vacancies, but it's a very long list.

Glenn Eagleson: I've been working with Ken around the issue of youth recruitment and one of the resources we've tapped into is something being offered by the Youth Commission. They've been doing conference calls and on June 2 they're having a one-day workshop in Sacramento focusing on involving youth in policy-making and Boards. So what we've done is pulled together a team of folks from San Francisco. We're getting a lot of good and needed support from the Youth Commission,

so one of the first things we're going to do is take a good look at the application. Colleen's going to help us make not only the application but the whole recruitment process more youth friendly. We're really looking at the whole process and it takes some give and take, especially on the part of the adult members. So we're hoping to come back with some recommendations.

Emily Dreblow: I'll be out of town but I think someone from the CAC should go with Glenn.

Glenn Eagleson: Colleen is looking into Youth Commission folks going.

Veronika Cole: I'd like to look at the same people at coming in and doing a training.

Glenn Eagleson: The Youth Council Institute is part of the state so if we had the resources for folks to come out from Boston we could.

Nani Coloretto: The Youth Leadership Institute does do youth on Boards and youth trainings for CBOs, so we could try to combine this with local resources for the CAC itself and Glenn is a really good person to do this.

Staff Updates

Cedric Yap has been tapped to go to the Mayor's Office and be the liaison to the school district. That is really great news for Cedric, and in the interim he is very much affiliated with DCYF and he is doing a slow as possible transition. He's still very much involved in working with me and Winna. It will help elevate the issues of kids, it will help the mayor, help Cedric and help DCYF.

Emily Dreblow motions to adjourn, all are in favor.



Department of Children, Youth & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, June 16, 2004
5:30 – 7:30 pm
City Hall, Room 34 (Basement Level)

DOCUMENTS DEPT.

JUN 14 2004

Committee Members

John Avalos
Veronika Cole
Tim Daniels

Nick Deluca
Emily Dreblow
Lisa Gray

Mary Harris
Gaylon Logan III

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- I. Roll Call & Call to Order
- II. Review Agenda (*discussion/ action item*)
- III. Approval of April & May Minutes (*discussion/ action item*)
- IV. DCYF 2004-05 Budget Updates and Strategy (*discussion/ action item*)
- V. Determination of Summer Recess Month (*discussion/ action item*)
- VI. Determination as to Whether to Hold July 7 Special Meeting (*discussion/ action item*)
- VII. Discussion of CAC Community Meeting (*discussion/ action item*)
- VIII. CAC Member Recruitment and Retention (*discussion/ action item*)
- Youth Application/Recruitment
- IX. Staff Updates (*discussion/ action item*)
- X. Announcements
- XI. Adjournment (*action item*)

*Public comment will be taken during each item on the agenda. Should you wish to provide public comment on an item you must fill out a "Speaker's Card" and submit it to the Chair. Remarks are limited to two (2) minutes, unless an extension of time is granted.

For More Information, contact: Ken Bukowski, 1390 Market Street, Suite 900, San Francisco, CA 94102, (415) 934-4844 or KBukowski@dcyf.org.

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Department of Children, Youth & Family Services

Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, June 16, 2004
5:30 – 7:30 pm
City Hall, Room 34 (Basement Level)

DOCUMENTS DEPT.

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I. Roll Call & Call to Order

CAC Members Present: Veronika Cole, Emily Dreblow, Mary Harris

DCYF Staff Present: Ken Bukowski, Nani Coloretti, Glenn Eagleson, Mike Leo, Emily Rugel (note-taker)

II. DCYF 2004-05 Budget Updates and Strategy (discussion/action item)

Ken Bukowski: We have not seen a draft report from the Budget Analyst's Office for the department's Budget Committee hearing next week. We are not sure what other budget cuts may be suggested, but there is an item that Supervisor Sandoval has brought up twice at other department hearings: 1) whether the department has a human resources manager, and if they do why that can't be handled the work through DHR, and 2) whether the department has a public information officer or a public relations officer. We are preparing for these items when our budget is heard in order to be able to explain what those positions do.

Ken Bukowski: The other Budget Committee hearing where there will be public comment will be this Saturday at 1. I'll be there. It's really a chance for members of the public to testify about their concerns. Other than planning for the upcoming hearing, not much has changed related to the budget.

Nani Coloretti: Just so you know, they are asking for a five-to-ten minute presentation from the department. If the CAC is planning on talking it might be prudent to put you there. We've done it both ways so let us know what you want to do.

Mary Harris: I would like to discuss if I might be the only CAC member that goes to the budget hearing is there something the CAC would want me specifically to say? At the last meeting we talked about accountability and being stewards of Children's Fund money. When you sent me the list yesterday there's more programs that aren't being funded than are being funded, so my reaction is: you're going to have to find some more money, guys. These are programs that are critical, and if they're going to stick to prevention there's gotta be changes.

We had a meeting with community folks and they were saying why can't the police pay, why can't the school district pay? Can I have your permission to say these things and rail a little bit? That's what my reaction is: this is your job and I don't care how you do it, but you need to go after these other departments.

Veronika Cole: I think we're all on the same page that we need more money for these programs. So I think the message of maintaining infrastructure and not having the implementation of these funds fall through.

Emily Dreblow: I would also ask if there were a few members that were going to connect with DCYF around some of these things.

Nani Coloretti: We did have a conference call and I'll bring the two-pager but I think I e-mailed it out to the CAC. I spoke with Nick and Lisa Gray and then later at the steering committee with Mary and Veronika. There's a two-pager of points that I put together based on their points. Lisa's main points were you have a department focused on children and youth, not the aid payment that goes to their family, not the fact that there under the family court. You spent a lot of time working with stakeholders in a long and open public process and that's a best practice and you would want to continue with that. She said: you know, we have a lot of programs but they're not coordinated and your staff goes out and tries to do that. So she had a list of things I captured and then Nick made some other points. I didn't include the CMS points on there.

Emily Dreblow: I guess I'm wondering if staff will be making those points.

Nani Coloretti: My experience of the hearing is that I am not allowed to finish my presentation. I've been in hearings before where he just said please stop talking. We will do our very best to put together all sorts of information that will be useful, but you need to ask yourselves if you want to have a role and what that role will be.

Veronika Cole: I want to take some time to focus specifically on the staffing issues and staffing cuts; where we stand on the idea of cutting those five positions and potentially two others.

Mary Harris: I thought the five were already gone.

Ken Bukowski: They were included in the mayor's budget, so I think in reality those positions are gone.

Veronika Cole: If we want to argue that they shouldn't be taken away it puts us in a stronger position.

Emily Dreblow: I feel like it's a rock and a hard place because you have this long list of programs. I would actually open it up for public comment right now because I think politically it's a very tricky thing to figure out how to take a stand.

Veronika Cole: Ok, I'll take public comment, and I have only on speaker card.

Candace Wong (CPAC chair): I actually have a couple of questions first: I heard some discussion around using one-time savings to cover programs, is that correct?

Nani Coloretti: If it's one-time it's for a one-time purpose; I think we have a list out there. Programs that scored so low on the RFP they could not be funded, but they provide critical services, so you can get your budget in order and be able to continue. We targeted critical neighborhoods, so that was the way that we did that.

Candace Wong: You're also saying that you're going to exhaust the emerging needs dollars to do that, so that means you won't have emerging needs dollars, which is not a good idea. I actually would suggest that you recommend against that. There could be stuff that comes up and you need that. I think that's one good point to make: that because of this we need to dip into emerging dollars and we won't have those if an emergency comes up. They need to get a clear picture of the need for having that. Does that mean the city's going to have a reserve somewhere?

I think I would bring up the DCYF director issue – the staff have been operating without a director for over a year now – and really advocate that the position is filled. The staff is already overburdened with not having someone to champion them. It seems to me in the city there were cuts where they said to everyone apply to the Children's Fund. You're sending everyone to DCYF for funding, and you're not going to have enough funding. So as a result of this you're gutting a department, and you may not have the resources to do planning and those things.

I think you might want to protect some of that; I know it's difficult, but when you have a whole long list how do you make those decisions? I think it puts the department in a really awkward position and you as the CAC in an awkward position that you have this whole allocation process happened and it seems that that's being thrown out the window. People need to respect that process, and honor that process.

I don't know definitely but my sense is DCYF has actually been operating much leaner than other departments: there's other departments that have a lot more fat. If you have a department that's been acting responsibly, running lean, and then you're asking that department to take the same amount of cuts if not more, that's shortsighted. You don't punish a department that's been acting responsibly. I think it's important that as many members of the CAC are there: that may be a strategy.

Those are my comments and thoughts about this. At CPAC we already...and Coleman would be a good advocate. I think there's a role DCYF plays in terms of policy. If there is something to trim I think they're trying, but they don't have that much to trim. When there's issues around children and youth, I call Nani; they're the people we go to. So if they're going to cut those positions who do we go to? I think as much as possible we've talked about it in our meetings, at CPAC, but I think it's important for Coleman to look at that. It's hard taking the position of saving some admin., but look realistically at admin, because they do policy and planning which is important to us in the field.

Veronika Cole: Has CPAC taken a position on that?

Candace Wong: We haven't

Jodi Villa (Mission YMCA/Excelsior Youth Center): I understand you guys are speaking a lot on strategy. Listening to you I wanted to echo the concern about cutting any buffers. At the Excelsior Youth Center it was funded out of emerging needs last year we were funded at \$70,000 for six months. We just received our funding notice that we have \$65,000 for 12 months: It doesn't cut it. I just want to, as one of the many on that list, express that concern at taking out that buffer zone. It left the neighborhood in this position: it's the only program in the neighborhood that's open on the weekend that offers youth employment. We have kids asking for jobs and now we're at a standstill. We were really gracious to be given it in February, and now we're left saying, "You're here, but we may have to take it away from you," and it doesn't make a lot of sense to the parents and youth that are accessing our program.

Mary Harris: I don't think they used all of their \$70,000, and I think it's been a practice to snatch it away, but it seems like it would make a lot of sense to let them have that money. The other thing I would like to say is I was one of the community members that lobbied for Saturday programming, and I knew that for all the years that it's been there it was always meant to be open on the weekends; and I think it's wrong to finally have gotten to that point, and then close. It would have been better to never lobby for it then to give it to them and now have the program closed.

Nani Coloretti: We'll have to check if there's really a carry forward.

Emily Dreblow: There's usually a 90-day window.

Veronika Cole: So is the larger issue where there's only one agency doing it? And then also the size of grants: if they're really able to work with that?

Margaret Brodtkin: I was going to say, number one we could not have a better spokesperson than Mary, though I don't think she should take the whole ten minutes. Joe and I will both be there; we'll try to get other people there. I think what I get is that we should all be on the same page and we should not allow a divide-and-conquer strategy to happen at the Board. We support the cuts to the staff and giving that to programs. I don't think we at Coleman want to see that going further, and it wouldn't make any difference anyway.

I was just saying to Nani to protect what they're being presented. The most vulnerable thing I see is the organizational development money, and you might want to put that into something else, or label it different or make it clear that this is not bullshit money for the taking. So I feel like our testimony would be the same as Mary's. I feel like the staff has to say again, there was \$13.6 million of grants and \$50 million of requests, and then the rest of us can pick up the ball and say we came up with \$5 million more for programs. We can all come with our examples.

The latest idea we had is take a million of the dollars that the whole world has been told get in line at the Children's Fund, so we're funding a million dollars of what should be funded out of the Police Department, which is clearly law-enforcement related. So let's turn the tables, and really put the pressure on them to liberate more money. But we have to be very, very cautious in not doing that in a way that says this is a screwed-up process. You have to be very, very careful, especially with Sandoval, who's on the warpath. A good job was done by DCYF so the last thing we want to do use that against them.

We want to say all these things are really, really valuable and so many things fell through the cracks that you gotta find more money and have these other departments pay. And the staff job is just to be as objective as possible about what we did. I personally would be careful with the organizational development money, given where the Board is coming from. They don't want to see your letters of support because they won't read them.

Nani Coloretti: I've had 50 letters of support. They come from the CBOs; they didn't come to us, they went directly to the people who helped them. We wanted to have that info.

Margaret Brodtkin: And, by the way, the Mayor's Office is saying there's likely to be \$2 million more in the Children's Baseline and \$2 million more in the Children's Fund.

Candace Wong: I know we asked Ben [Rosenfeld] this question, but how much do you really think was swapped out with Children's Fund dollars. The Children's Fund dollars supposedly have been increasing, but we're not seeing the increase in services. That means they're swapping out dollars, and that's supplantation.

Nani Coloretti: Margaret and I went and talked about that. My sense is there have been real diminishing supports to DCYF from the General Fund if you look at it year by year. Three of our five staffing cuts are in the General Fund.

Margaret Brodtkin: It's \$3 million over two years.

Nani Coloretti: They removed some General Fund support for YouthWorks and put it under other departments. I don't think there's been a secret swap-out; weird things happen once in a while. Remember a couple years ago we got an additional \$3 million, and that year it was higher than it is this year, so it was a one-time bump-up. There are weird infusions into property tax when they settle a big appeal.

Candace Wong: So I hope Margaret will figure that out.

Veronika Cole: Do you spend time tracking that?

Margaret Brodtkin: No, we rely on the Controller's figures.

Joe Wilson: The Controller's on record giving a certain amount to DCYF, and one of the things we want from that is at least every two years they do the Baseline report.

Nani Coloretti: Joe is talking about a new work order all departments are now funding the Controller's Office to do an analysis. \$85,000 just came right off the top.

Joe Wilson: So that would be one point. Another question for us is specific tracking around the Child Care Facilities Fund. My understanding is it's collected by the treasurer, then it sits in DCYF.

Nani Coloretti: My understanding is it gets collected for the Planning Department; it sits in a fund that DCYF can appropriate from, because it's an irregular source of revenue. DCYF works with DHS for affordable child care work. Once it's appropriated we have authority to appropriate it in our budget, and now that DHS is managing that we then work order the money. In the past the appropriation was driven by DCYF: this year it was appropriated by the Mayor's Office.

Joe Wilson: So at a minimum that's at least contrary to the Board's wishes. And as a precedent it's using one-time money for an ongoing cost, and it's using a set-aside for General Fund money, so we're opposed to it for all three reasons. So we'll make the point, or you can make it. They know it's a problem for us for those reasons, because then we have a problem next year, particularly because this is an unreliable resource.

Nani Coloretti: It's not even in our budget, so I think.

Joe Wilson: The other point I would highlight is the multiple things you're trying to balance, the fact that you get money out the door if it's more than 90%.

Nani Coloretti: It's 94% out the door.

Joe Wilson: So someone like Gerardo definitely needs to hear that, and I will make sure he hears that. We can't emphasize too strongly that there is overwhelming need, and how many departments have a lower General Fund than DCYF. Compared to the Fire Department it's 13 times less. I know the balance here is where you feel that you have to defend what you've done, but from an advocacy perspective it's pointing out the overwhelming need you're trying to face with shrinking resources. You gotta say no to things you shouldn't say no to because you don't have the money; you're making decisions based on resources.

Nani Coloretti: I think we had \$48 million of qualified and highly qualified proposals.

Joe Wilson: So that would be my opening salvo. These are things that should have been funded; there's no neighborhood that doesn't need several of these things.

Veronika Cole: Even if those five positions are going I kind of feel in this climate it might be easy to say that they can cut more positions. So rather than saying reinstitute those positions I think we need to come up with a message that says we need to have money for programs and for admin. I think 6% admin. is very low and very reasonable. It would be easy to just say let's just slice up the department. While there is a high need, we need a reasonable infrastructure to ensure accountability.

Joe Wilson: They want oversight and accountability: It takes people to do that. You want good stewardship: It takes people to do that. You're certainly willing to do whatever you can, but this is one of the smallest city departments.

Veronika Cole: I think the admin. before was pretty lean, so I think that's another message.

Ken Bukowski: I think we'll be ready to answer part of that. So we have to be able to say: this is what the cuts have meant; this is the pain.

Nani Coloretti: We haven't filled the child care coordinator.

Ken Bukowski: We'll also have to defend the vacant positions.

Nani Coloretti: He is asking about vacant positions and why are they still on your budget. Ken and I have our ear to the ground; we're watching the hearings this week and identifying areas we think he'll probably ask us.

Ken Bukowski: From his perspective, this position's been open for two years, so why do you need it?

Veronika Cole: You have tiered reimbursement coming in.

Nani Coloretti: So you needed it before, and now you really need it.

III. Determination of Summer Recess Month (*discussion/action item*)

Veronika Cole: The next thing we had to discuss was the summer schedule, so maybe we should have this as an e-mail discussion? I haven't really heard from people, so I can just speak for myself. Maybe what we have to do is if we plan to have a meeting and determine if quorum is there and then cancel them. Can we decide by e-mail?

Ken Bukowski: We can send a cancellation of a meeting at any time; it doesn't have to happen at a meeting.

Veronika Cole: We were talking also about a special meeting; perhaps that's an e-mail question. The idea was to do an evaluation of the last three years of the CAC, and suggestions for the new orientation. I'm tempted to say we should go ahead and schedule it and see who comes.

Ken Bukowski: I'll ask people if they would be able to attend the steering committee meeting on July 7 with the focus on that. I'll also include the other topics and send out the results to let everyone know which month the CAC will be in recess.

IV. CAC Member Recruitment and Retention (*discussion/action item*)

Ken Bukowski: I am passing out an update of how recruitment was done last time. It basically gives a summary of the CAC, its duties, how many appointments need to be made. The tentative deadline is that we finalize application materials by the end of next week. August 6 would be the deadline, so that by September 3 recommendations go to the mayor, with the hope that the appointments are made by the October meeting.

Veronika Cole: For the youth applications I would extend it at least a month into the school year.

Ken Bukowski: In order for this recruitment process to be successful for youth or adults it's going to be someone that you know that's great. We may get somebody from going to a CBO. Glenn is already working with some people to target some youth; youth that have support networks.

Glenn Eagleson: On July 2 I went to a training for youth involvement in decision-making and a lot of it was really focused on youth on Boards. I'll give you just some quick handouts, but a lot of it is really around what organizations need to do in advance to prepare to support young people on Boards and committees. Part of what we talked about is there needs to be support once the young person's on. That involves a lot of stuff: preparing them for meetings, and adults being willing to make some changes on how meetings are run. There were other tools that came out: an orientation checklist for example, tips on adulthood. What was cool about the workshop is about 40% was young people, under the age of 24. There was also an organizational checklist. Some of the strategies Ken and I talked about are not just doing citywide recruitment but getting young people who will have some organizational support behind them, young people who have gone through some leadership development.

Veronika Cole: What I do like is the idea of having somebody who has some kind of support. So maybe there's somebody involved in their lives.

Glenn Eagleson: Then there would be other supports we'd build in; having them partner with an adult mentor.

Joe Wilson: I would actually add to that to look at organizations that have youth on their Board. There is some existing tension between the standard youth development model and youth empowerment. Lateefah Simon would have some real clear, specific ideas on what you need to do to nurture and mentor youth. You need to make sure there are a lot of things that are in place that frankly are not in place right now. So an orientation to reading a budget, etc. Coleman can't profess to having figured that out because we haven't been able to keep young people on our Board. So I'm really urging you to look at it. It's easy to get them to the table; it's harder to keep them around the table once they find out there's no place to sit. You really do have to change your behavior to make it more accepting and welcoming for young people.

Mary Harris: Did they say anything about incentives, stipends.

Glenn Eagleson: Unfortunately there's something in the charter that says members can't be paid, but maybe we can provide something else like academic credit. One suggestion I came up with is that youth couldn't be paid to be here at a meeting but maybe they could be paid for ten hours a month to do youth outreach.

Veronika Cole: Do we need to have both the youth and the adults at the same time?

Ken Bukowski: I would just say realize the two consequences of that: One is the YFYI subcommittee can't get started until we have youth, and then by November the budget starts again. So I think we want to push ourselves as much as possible to move the youth piece. We want to get the application out the door and then figure out what the training looks like while we're doing recruitment. So if we can put something in here about credit...

Veronika Cole: Those are compelling reasons for trying to get that going.

Glenn Eagleson: A third reason would be the normalization process.

Nani Coloretti: I think if we did do it all at the same time: Glenn I'm holding you to this approach because we don't have any CAC members to do this. We have to be there for them as staff, because that's all we have now.

Veronika Cole: It seems like a retreat for the youth is probably a good idea; maybe for them all, but definitely for the youth. I think bringing them together to build some camaraderie. Maybe we need to think more along the lines that there's a youth component to this: do we want to have an identity of the youth program within the CAC?

Nani Coloretti: It would be great to ask Gaylon what his experience was, because he did come to a lot of meetings.

Veronika Cole: My sense is that youth come because they feel like they're part of something, and you have to create that, and that takes some time together. I think adults getting involved with this process have different expectations than the youth do. Maybe it does make sense to have different...

Glenn Eagleson: There's definitely a lot of youth out there that have an interest in student leadership and those things.

Veronika Cole: Ok, do we have enough to get you started? Ok, any announcements before we adjourn?

Meeting is adjourned.



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Department of Children, Youth & Their Families

Children's Fund Citizens' Advisory Committee**NOTICE OF MEETING CANCELLATIONS**

Agenda

Committee Members

Veronika	Cole	Emily	Dreblow
Tim	Daniel	Lisa	Gray
Nicholas	Deluca	Mary	Harris

The Children's Fund Citizens' Advisory Committee is in recess for the month of July. The next regularly scheduled meeting will be for the Steering Committee on Wednesday, August 4, 2004. An agenda for this meeting will follow in late July.

For More Information, contact: Ken Bukowski, 1390 Market Street, Suite 900, San Francisco, CA 94102, (415) 934-4844 or KBukowski@dcyf.org.

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Department of Children, Youth & Their Families
= Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

= AGENDA

Wednesday, August 18, 2004
5:30 – 7:30 pm
City Hall, Room 421

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Committee Members

Veronika Cole
Nick Deluca
Emily Dreblow

Lisa Gray
Mary Harris

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- I. Roll Call & Call to Order
- II. Review Agenda (*discussion/ action item*)
- III. Approval of May and June Minutes (*discussion/ action item*)
- IV. DCYF 2004-05 Budget Update (*discussion/ action item*)
- V. Evaluation of Last CAC Term (*discussion/ action item*)
- VI. CAC Member Recruitment Status and Orientation Plan (*discussion/ action item*)
- VII. Staff Updates (*discussion/ action item*)
- VIII. Announcements
- IX. Adjournment (*action item*)

*Public comment will be taken during each item on the agenda. Should you wish to provide public comment on an item you must fill out a "Speaker's Card" and submit it to the Chair. Remarks are limited to two (2) minutes, unless an extension of time is granted.

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Department of Children, Youth & Their Families
Children's Fund Citizens' Advisory Committee

MINUTES

Wednesday, August 18, 2004
5:30 – 7:30 p.m.
City Hall, Room 421

Committee Members Present: Mary Harris, Nick DeLuca

DCYF Staff Members Present: Ken Bukowski, Glenn Eagleson, Mike Leo, Emily Rugel (note-taker)

I. Roll Call & Call to Order

Quorum was not achieved, so the meeting was not officially called to order.

II. Review Agenda

No changes were made to the agenda.

III. Approval of May and June Minutes

No action could be taken due to lack of quorum.

IV. DCYF 2004-2005 Budget Update

Ken Bukowski: There are no new budget updates since the last meeting. We are still providing technical assistance related to the \$3.3 million youth employment initiative that is spread across five other city departments. We are also waiting for the hearing to be scheduled to remove the \$1.752 million from reserve for the emergency funding that was added to DCYF's 04-05 budget. It is not clear whether this money will continue in the department's 05-06 budget and, if it does, whether it will be used to continue the same programs proposed for funding in 04-05. Overall, DCYF's budget is now just over \$52 million.

V. Evaluation of Last CAC Term

Ken Bukowski: I emailed CAC members the summary from the last internal evaluation of the CAC. We can discuss whether there are any additional items you would like to discuss that have not already been covered by the prior evaluation summary. We are planning to make some of the changes with the new CAC members. For example, we will be revisiting the meeting date and time, specifically starting at 6 p.m. instead of 5:30. We are also discussing doing a youth member pre-meeting starting a ½ hour before the regular meeting, as well as having food at the meeting. A number of the issues raised by the evaluation survey dealt with how meetings were run, so if we include those in the CAC orientation and trainings up front we might be able to deal with some of those. If you have any thoughts about that particular issue you can share them now, or when Glenn walks through the orientation plan.

Nick DeLuca: Did you guys think about talking to the people who were leaving? Not anything fancy, just two or three things you would make different or didn't work.

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Ken Bukowski: We can talk about that. I think it would probably be most interesting for CAC members that aren't here, or drifted off. I think that's a good idea.

Mary Harris: You said something about food; If you can go that far is there a possibility of offering child care at any point?

Ken Bukowski: We asked specifically on the application this time whether applicants need child care, so we are planning to make that available.

VI. CAC Member Recruitment and Orientation Plan

Ken Bukowski: Including the three applicants that were discussed many months ago and including Lisa and Veronika, we have a total of 21 applicants so far for fourteen open seats. We expect a couple more this week; the deadline was technically last Friday, but we've been telling people just to get their applications in as soon as possible.

We have five youth so far, six parents and a range of diversity; it's a very mixed group. We do not have any applicants however from districts 2, 3 or 5. Two is Chinatown and 5 is Tenderloin, so we should try to identify applicants from those areas. If you can think of someone, just let me know. And we only have one applicant each from districts 9 and 10. We will go through the applications at the steering committee meeting, get some more sense of what people think, and then DCYF will do a final review the week of September 7 and forward recommendations to the Mayor's Office shortly after that with the hope that decisions will be made by late September. We're hoping to do orientations in October or November depending on the appointment date.

Mary Harris: Did you say we would be able to look them over?

Ken Bukowski: Yes that would be at the steering committee meeting, which is September 1. I will be out of town, but Glenn will be there. So that's the recruitment, any other questions related to that? Just so you know the application's on the website so if you know anybody who would be interested they can go there.

The orientation plan: We've been talking for a while about what we would do differently for this group, particularly how we would get youth more involved. So the two documents that have been passed out are about those topics. One is just about the updated binder that members would receive; that is more for reference. I'm going to ask Glenn to walk through the draft of the orientation.

Glenn Eagleson: It's a two-part orientation right now. It was put together with the feedback we've gotten from CAC members, the information that needed to be covered, and some learnings from the Youth Commission and the training I went to. There are two parts to the orientation. We'll start with the CAC pre-orientation. Our thought was to do an initial orientation for youth prior to doing one with the full CAC: One to get to know the youth better, do some team-building and provide some orientation to the CAC in general, but also to get them ready for the full orientation so they feel confident about participating in that. Half of that is focused on the CAC: their role, their expectations. The other part is really focused on the nuts and bolts to give them the skills and knowledge they'll need to be successful on the CAC: what's a motion, what do we mean by adjournment, stuff they may already know. Part of that is also to help build some camaraderie among them. Some of them will just be on the YFYI subcommittee, some will be on both. We're presenting this as a draft of what we've thought about. It's also based a lot on what the Youth Leadership Institute has developed.

So for the CAC orientation overview: The goals are similar, to do both team-building and also talk about the roles and duties of being a CAC member. The first piece is to provide a general context; the second piece is around DCYF. The third piece is then the CAC itself: history, roles, etc. The fourth piece is kind of the business stuff: what they need to know about parliamentary procedure, etc. Also in that piece I think there's more latitude in how the meetings get run through the CAC, and this committee is much looser than most.

The next piece is really a breakout of the youth members and the adult members to do a debrief and have some separate discussions about the youth role on the CAC, both with the youth and the adults around the same questions: philosophy, assumptions, adultism. It's a very important concept: It could be using language they don't understand, or a general attitude that we know better as adults. It's an attitude, it's very condescending, a lot of it comes through in language, but also expectations around your role and what you represent. At the same time, it's also an understanding of how meetings happen, when they take place. And then just general conversation with adults as well about what support you need – one of the things we talked about is some kind of mentor system or a buddy system – and maybe taking a look at some of the lessons learned. Then come back to report out and do some general business around calendaring.

We're trying to do the full orientation in one day with some scheduled trainings coming up to get in deeper on some issues: briefings on DCYF initiatives, the budget process, etc. Any initial thoughts or suggestions?

Mary Harris: It looks good; I wanted this!

Glenn Eagleson: We could build in to have a former CAC member speak.

Nick DeLuca: Can I mention three little things? One of them is the importance of being here, because I have to say it's frustrating to come to a meeting and not have it function. So that would be an issue for me. I think it feeds itself, if it starts to happen it makes it more likely that people won't come; plus things get rolled over. I think that's true for the adults and the younger people.

Ken Bukowski: We have that as a subtopic to the bylaws. I think that's one of those expectations that you set in the beginning and enforce from the beginning.

Glenn Eagleson: It's also a commitment to each other.

Mary Harris: We need a quorum and there's a reason why the makeup of the CAC is this way: we need all the expertise, as well as representing different things. I always think about my district so if we're trying to have that variety, it's a missing component.

Nick DeLuca: My next thing is the meetings: I've walked out of here frustrated at the end of meetings because it feels like we spend a lot of time on one thing and it gets jammed up at the end. Some of it might be tension between the different functions of the meeting, and the other thing is that we have to make decisions. I don't like really formal, stuffy meetings, so that more casual way of running a meeting I like. But it seems like there's not enough of a big-picture focus; what needs to happen by xyz. Maybe sometimes there's too much stuff on here, or things need more structure. Maybe we need to get more stuff in advance, so we can come in ready to have more of a discussion instead of learning on the fly. The public meetings are messy, so I know you can't make all of it go away.

And the third thing is I sometimes still feel a combination of unclear and frustrated about what we're supposed to be doing. Sometimes I walk out and feel like we didn't do something and other times I'm unclear about what we're being asked to do in a given situation. I think that's a really important thing for people to be clear about: both individually and as a group. So understanding that it isn't just talking, but what other people have to say. And maybe it will just be good because it will help me. But I think this is great; it's ambitious, it's a lot to get through, but those are all good things to start with.

Glenn Eagleson: You can think about it, maybe at the next meeting we can get more feedback.

Ken Bukowski: Once we start putting times with things we can do more planning about what to include or not in the initial orientation.

VII. Staff Updates

Ken Bukowski: Emily's last day is October 1, so other staff members will take over her CAC responsibilities. The two other staff members laid off as of the end of this month due to budget cuts are Camille Wise, who ran Summer Food, and Rick Bond, one of the program officers. Their work has been reassigned.

Tajel is returning on September 7 from maternity leave and she'll be working on a variety of projects including the next Community Needs Assessment. Charlotte, who works at the front desk, has been out of the office for over a month and she will likely be out for several more months due to illness. Regina Ureta, who is a program officer, has resigned from DCYF effective September 3 because she is moving to Folsom.

The Wellness Program at Washington is not continuing for this school year, but there will be a new Wellness program at Burton this year. The Burton Wellness Center will not be up and running at the start of the school year.

The last thing to mention is that we will be releasing a technical assistance RFQ around the beginning of October, where the department will be looking for a group of consultants to provide technical assistance to a group of CBOs we fund. The initial emphasis will be on organizations that received one-year grants.

Judith Flynn: And what do you know about the possibility of you ever getting a director?

Ken Bukowski: Salary for a new Director is not in the budget for the position to start until October 1, so hopefully it will happen shortly after that date.

Judith Flynn: CPAC has drafted a letter to the mayor about not following through with his commitment to appoint a director.

Meeting ends.



Department of Children, Youth, & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

≡ AGENDA

Wednesday, September 15, 2004
5:30 – 7:30 pm
City Hall, Room 421

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SEP - 8 2004

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09-08-04 P04:01 R001

Committee Members

Veronika Cole

Lisa Gray

Nick Deluca

Mary Harris

Emily Dreblow

- 72
5/24
- I. Roll Call & Call to Order
 - II. Review Agenda (*discussion/ action item*)
 - III. Approval of May, June and August Minutes (*discussion/ action item*)
 - IV. Brainstorming re Community Needs Assessment (*discussion item*)
 - V. Update re CAC Member Recruitment and Orientation Plan (*discussion item*)
 - VI. Staff Updates (*discussion/ action items*)
 - a. Staffing updates
 - b. Update re Release of \$1.752 Million Reserved Funds
 - c. Other Updates
 - VII. Announcements
 - VIII. Adjournment (*action item*)

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Department of Children, Youth & Their Families

Children's Fund Citizens' Advisory Committee

NOTICE OF MEETING CANCELLATION

Agenda

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Committee Members

Veronika	Cole	Lisa	Gray
Nicholas	Deluca	Mary	Harris
Emily	Dreblow		

DEC 2 2 2004

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The regularly scheduled Steering Committee and full group meetings of the Children's Fund Citizens' Advisory Committee (CAC) have been cancelled for November. The dates and agendas for future meetings of the CAC will be emailed once they are determined.

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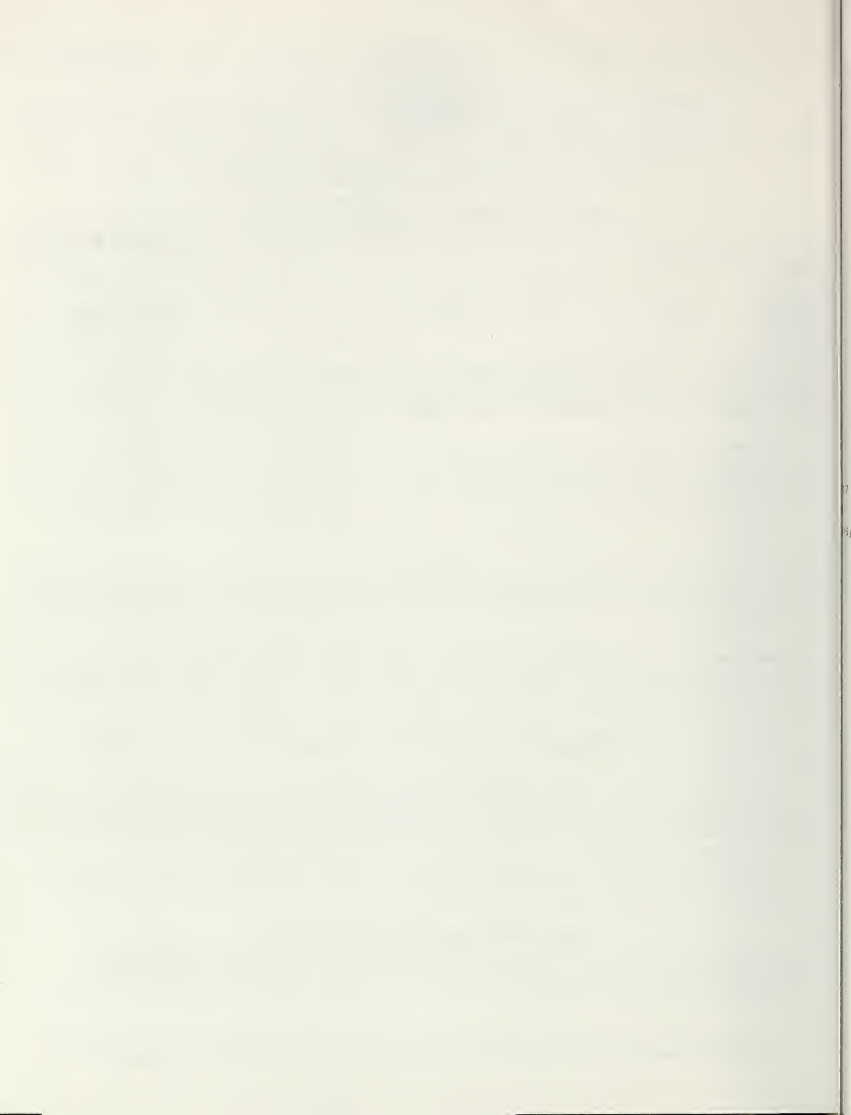
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Department of Children Youth & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Wednesday, December 15, 2004
5:30 – 7:30 pm
DCYF Conference Room
1390 Market Street, Suite 900

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Committee Members

Veronika Cole	Lisa Gray
Nick Deluca	Mary Harris
Emily Dreblow	

- 73
5/04
- I. Roll Call & Call to Order
 - II. Review Agenda (*discussion/ action item*)
 - III. Approval of September Minutes (*discussion/ action item*)
 - IV. Budget Update (*discussion item/ action item*)
 - a. DCYF mid-year reduction plan
 - b. Budget instructions for 2005-2006
 - c. Report back from December 8 budget community meeting
 - V. Update on Community Needs Assessment (*discussion item*)
 - VI. Update on Citizens' Advisory Committee Appointments (*discussion item*)
 - VII. Strategies for Making New CAC More Youth-Friendly (*discussion item*)
 - VIII. Staff Updates (*discussion/ action item*)
 - IX. Announcements
 - X. Adjournment (*action item*)

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Department of Children, Youth & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF SPECIAL MEETING

AGENDA

Tuesday, February 15, 2005

5:30 – 7:30 pm

City Hall, Room 201

(Following 5:15 p.m. Appointment Ceremony on Mayor's Balcony)

Committee Members

CJ Callen

Ed Center

Queena Chen

Nick Deluca

Danny Guillory

Tinisch Hollins

Scott Kahn

Richard Lee

Craig Martin

Amanda Piercy

Janet Shalwitz

Kathy Owyang Turner

Mauricio Vela

Kent Woo

Lorraine Woodruff Long

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FEB 10 2005

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02-10-05 09:11 AM

- I. Roll Call & Call to Order
- II. Review Agenda (*discussion/action item*)
- III. Introductions (*discussion item*)
- IV. New Member Orientation (*discussion/action items*)
 - a. History of the CAC and Its Role
 - b. Review Orientation Binder
 - c. Set Meeting Schedule
- V. Agenda Planning for March Meeting (*discussion/action item*)
 - a. Community Needs Assessment
 - b. 2005-2006 Budget
- VI. Announcements
- VII. Adjournment (*action item*)

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Children's Fund Citizens' Advisory Committee
NOTICE OF SPECIAL MEETING

AGENDA

Monday, March 7, 2005
5:30 – 7:30 pm
City Hall, Room 201

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Committee Members

CJ Callen

Ed Center

Queen Chen

Nick Deluca

Danny Guillory

Tinisch Hollins

Scott Kahn

Richard Lee

Craig Martin

Amanda Piercy

Janet Shalwitz

Kathy Owyang Turner

Mauricio Vela

Kent Woo

Lorraine Woodruff Long

02-22-05 P02:37 PM

- I. Roll Call & Call to Order
- II. Review Agenda (*discussion/action item*)
- III. Community Needs Assessment (*discussion/action item*)
- IV. Set Regular Meeting Date of 1st Thursday of Each Month (*discussion/action item*)
- V. Agenda Planning for April Meeting (*discussion/action item*)
- VI. Announcements
- VII. Adjournment (*action item*)

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For More Information, contact: Addie Lanier, (415) 554-8991 or addie@dcyf.org, 1390 Market Street, Suite 900, San Francisco, CA 94102.

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CHILDREN'S FUND CITIZENS' ADVISORY COMMITTEE

MINUTES

Monday, March 7, 2005

5:30 – 7:30 p.m.

City Hall, Room 201

I. Roll Call & Call to Order

Committee Members Present:

CJ Callen, Ed Center, Danny Guillory, Scott Kahn, Craig Martin, Amanda Piercy, Kathy Owyang Turner, Mauricio Vela, Kent Woo, Lorraine Woodruff-Long

Ex-Officio: Charlene Clemens, Ann Cochrane, Kathy Baxter

Committee Members Absent:

Queen Chen, Nick Deluca, Tinish Hollins, Janet Shalwitz

Ex-Officio: Juno Duenas

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MAY - 9 2006

Quorum was achieved, so meeting was officially called to order at 5:30.

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DCYF Staff Members Present:

Margaret Brodtkin (Director), Ken Bukowski (Assistant Director of Budget and Operations), Laura Moye (Planner and Policy Analyst), Addie Lanier (Executive Assistant to Margaret Brodtkin).

II. Review Agenda

Danny Guillory, as Acting Chair, proposed that since the bulk of the meeting was to discuss Community Needs Assessment, we take public comment at 6:00 PM, and limit comments to three minutes so that audience members could leave after the general comments about the Community Needs Assessment had been made. Addie Lanier or other DCYF staff will have to be the timer in the future, but Guillory would do it tonight. He also suggested that until we are able to hold elections in May for the position of Chair and Vice-Chair, that we appoint Kathy Owyang Turner as the vice chair. No members objected to the proposal.

III. APPROVAL OF THE COMMUNITY NEEDS ASSESSMENT DRAFT *(discussion/ action item)*

Margaret Brodtkin: Community Needs Assessment is a very important document to our department and the City. It's mandated in the Charter that DCYF produce this document. It includes as a review of the literature about San Francisco programs for the last three years (over 40 articles), Board of Supervisors have to approve it. Tonight is the last public meeting on the document. We'll be submitting it to the Board of Supervisors, City Operations and Neighborhood Services Committee, on March 14, 2005. It is to be thought of as a living document.

Overall Comments or questions:

Kent Woo: API youth have highest depression scores; over 10 year period, juvenile probation 169% increase among API females, 33% report being the victim of violence at one time or another. Asians make up the largest number of children in poverty in SF.

Ed Center: Very interesting document. Recommendations got tedious after awhile. With so many recommendations, they start to lose weight. Top 10 list of Recommendations – either the most important or recommendations that cut across (e.g., collaboration pops up over and over) Maybe a Cliff's note of recommendations. It seemed to discuss fairly frequently the economic difficulties that families face, but there were no real strategies to address the problems.

Kathy Owyang Turner: Questions – recommendations about intermediaries being formed. Is there \$\$ for this? (MB's philosophy was to steer clear on grandiose).

Craig Martin: Is it our position to recommend how programs should function. E.g., Beacon programs that everyone wants to fund. But he hasn't seen coordination – teacher prepares syllabus, giving to parent & student, if student doesn't show up, there should be follow-up. Consistency of care. (MB mentioned the argument about whether afterschool programs should even be aligned with academic program at school. Some feel that there's already too much emphasis on academic achievement.)

Lorraine Woodruff-Long: A lot of things dovetail into SFUSD enrollment process – neighborhood vs. citywide. (MB – whole part on the schools has to be carefully framed because we have no authority over school programming). Maybe we're losing an opportunity?

CJ Callen: Leadership development is really needed (new leadership – big picture), ongoing sustainability with what organizations can deliver. How do nonprofits approach leadership? How do they deal with transitions? Are we anticipating how we support leadership transitions, how do you support diverse styles of leadership, cultural diversity and styles?

Relationship with private funders – what role can they play?

Ann Cochran: A little confused that this is a city document adopted by the Board of Supervisors. Related only to services to children, youth and families. CAC, in advising DCYF, should take on issues that we have the authority and the funds to take on. Other than perhaps in making a recommendation in the way of advocacy, should this document be making recommendations that we can't follow through on? But in that case, the report should be formatted differently. Authority and resources only, otherwise it's just words.

(MB: DCYF has a vague authority in the city. Do we try to expand it to the point of boosterism? We can help coordinate services, make recommendations, think very broadly – DCYF has a very broad mandate. Mayor expects DCYF to have opinions. Acutely aware that there are recommendations that are the purview of other departments. Should we separate recommendations that DCYF can do vs. recommendations that other departments can do? e.g. Mayor says let's redesign rec centers, but DCYF doesn't have the authority to go into the Rec and Park department. We're kind of stepping on toes, so it's a fine line.)

Cochran: For example, the issue of Children's Cabinet not working. Is new Policy Council going to take its place? (MB: Cabinet was replaced by the Mayor's Cluster. The Policy Council is something different).

Margaret Brodtkin: The "audience" of the CNA is other departments, Board of Supervisors, CAC, Mayor – it's an accountability document. Our goal is to stretch, not constrain, authority.

Lorraine Woodruff Long: Under recommendations should we add responsibility?

Charlene Clemens: She likes integration that shows inter-agency collaboration. More of an action plan – more of a workplan blueprint. It needs a workplan follow-up document.

Margaret Brodtkin: In a way, when the Community Needs Assessment is finalized, it will read almost like a plan. It will indicate which recommendations are In Progress (IP), which are Next Steps (NS). It might work as a follow-up document.

CJ Callen: How can we finess authority? Lift it as moral authority. Add moral force. You can have your government speak, but take it as an opportunity to be the voice and owning it in a way that is explicit.

Ed Center: Infuse w/ moral authority. Stretching what we can do, we can big and bold, but also clear and doable. What are our big goals!! (MB: Vibrant neighborhood hubs, greater accountability, interagency collaboration, and so forth).

PUBLIC COMMENT:

Janelle Pierce: Youth advocate 25 years, Hunters Point Youth Park Community Foundation @ Middle Point and West Point. Trying to be very connected to Project Connect to address needs outlined in Mayor's survey. Spent last 3-4 weeks calling other partner agencies. Our ability to transition programs to newly identified needs is stretching organizational resources. Moving towards fitness related programs vs. just being safe, offering classes in cooking, nutrition, increased fitness as part of revised

program, e.g. accessing ML King Swimming Pool. How do we fund this transition to meet the revised needs? How do we fund additional transportation costs?

Following Public comment, CAC members reviewed the draft Community Needs Assessment and made specific recommendations page by page.

Action Taken: On motion moved and seconded, CAC unanimously endorsed the draft CNA as amended by discussion.

III. SET REGULAR MEETING DATE OF 1ST THURSDAY OF EACH MONTH *(discussion/ action item)*

Action Taken: On motion moved and seconded, CAC unanimously set its regular meeting date as the first Thursday of each month, from 5:30 – 7:30 PM.

IV. AGENDA PLANNING FOR NEXT MEETING *(discussion/ action item)*

There was general discussion about the format regular meetings might take. At most, perhaps two major items should be discussed. Topics that are of interest for CAC members to tackle include

SFUSD's enrollment policy and community feedback on the new policy that SFUSD is drafting;

Youth Employment and how DCYF plan for summer jobs works Youth Council of the Workforce Investment Board;

Contracting -- How the City contracts with Community Based Organizations, and what kinds of standards and moral authority it can exert to improve services/accountability. Margaret Brodtkin would like to include a presentation on the Contract Management System to the CAC as part of meeting focused on contracting;

Juvenile Justice issues;

Recreation & Park, recreation center redesign and include the fitness and nutrition initiatives in the city;

Prop 63 – Margaret Brodtkin is on the Task Force. What kinds of issues are important for Margaret to take to the Prop 63 meetings?

Suggestion that we devote one session totally for setting up a list of topics to cover this next year. Devote one session on rules/Sunshine training and how we want to operate.

Action Taken: Proposed Agenda for April meeting will include 15 minutes to brainstorm any future agenda topics; clarification on what kind of staff presentation we want with regard to issues covered at our meetings. Margaret will be given a few minutes to debrief the CAC on the April 6 networking conference. The main issue area at the next meeting will be Youth Employment. CAC members will receive a background briefing prepared by DCYF staff by the Friday prior to April 7. The next agenda will be posted on the DCYF homepage.

V. Announcements

CAC will no longer be meeting in Room 201. New City Hall location to be determined.

VI. Adjournment *(action item)*

The meeting was adjourned at 7:30 PM.

Addie Lanier, Executive Assistant to Margaret Brodtkin (note taker).

Attachment: CNA Draft 3! 14 Feb 05 (edit).doc

Meeting minutes are approved by the Committee at the next regularly scheduled Citizen's Advisory Committee meeting. Any changes or corrections to these minutes will be reflected in the minutes of the next meeting.





Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Thursday, April 7, 2006
5:30 – 7:30 pm
City Hall, Room 034 (Basement)

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Committee Members

CJ Callen
Ed Center
Queena Chen
Nick Deluca
Danny Guillory

Tinisch Hollins
Craig Martin
Kathy Owyang-Turner
Amanda Piercy
Janet Shalwitz

Mauricio Vela
Kent Woo
Lorraine Woodruff -Long

Ex-Officio Members

To Be Named, Representing Child Care Planning & Advisory Committee
Charlene Clemens, Representing Family Support Council
Anne Cochrane, Representing Youth Council
Juno Duenas, Representing High Risk Interagency Council
Kathy Baxter, Representing SafeStart

- I. Roll Call & Call to Order
- II. Review Agenda and Approve Minutes of Last Meeting (*discussion/action item*)
- III. Future Meeting Structure (*discussion/action item*)
- IV. Sunshine Training Logistics (*discussion/action item*)
- V. Youth Employment Overview (*discussion/action item*)
- VI. Agenda Planning for Upcoming Meetings (*discussion/action item*)
- VII. DCYF Director's Report
- VIII. Announcements

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

IX. Adjournment (*action item*)

*Public comment will be taken during each item on the agenda. Should you wish to provide public comment on an item you must fill out a "Speaker's Card" and submit it to the Chair. Remarks are limited to two (2) minutes, unless an extension of time is granted.

For More Information, contact Ken Bukowski, (415) 934-4844 or KBukowski@dcyf.org, or Addie Lanier, (415) 554-8991 or adddie@dcyf.org, 1390 Market Street, Suite 900, San Francisco, CA 94102.

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Children's Fund Citizens' Advisory Committee

MINUTES

Thursday, April 7, 2005

5:30 – 7:30 p.m.

City Hall, Room 034 – Moved to Cafeteria

I. Roll Call & Call to Order

Committee Members Present:

CJ Callen, Ed Center, Queena Chen, Nick Deluca, Danny Guillory, Tinish Hollins, Amanda Piercy, Kathy Owyang Turner, Janet Shalwitz, Mauricio Vela, Kent Woo, Lorraine Woodruff-Long

Ex-Officio: Charlene Clemens, Ann Cochrane, Juanita Santana

Committee Members Absent:

Craig Martin, Kathy Baxter

Quorum was achieved, so meeting was officially called to order at 5:30.

DCYF Staff Members Present:

Margaret Brodtkin (Director), Glenn Eagleson (Senior Planner and Policy Analyst), Addie Lanier (Executive Assistant to Margaret Brodtkin).

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II. Review Agenda and Approve Minutes of Last Meeting *(discussion/ action item)*

Action Taken: On motion moved and seconded, CAC unanimously approved Minutes of March 7 meeting with minor corrections as noted. Correct spelling of names -- Kathy Owyang Turner and Ann Cochrane.

III. Future Meeting Structure *(discussion/ action item)*

Action Taken: On motion moved and seconded, CAC unanimously approved proposed meeting structure as outlined in handout – members of the public will be given 2-3 minutes to speak; 30 minutes after the meeting has started, or when the agenda item being discussed @ 6 PM is completed, general public comment will be permitted. Major agenda items will be set for the next meeting, however members may submit time-sensitive items to the chair no later than 7 days prior to the next meeting date. Current CAC will elect chair and vice-chair in June, and elections will be held in June thereafter.

IV. Sunshine Training Logistics *(discussion/ action item)*

Action Taken: On motion moved and seconded, members agreed to be responsible for completing the Sunshine Training as presented online at http://www.sfgov.org/site/cityattorney_index.asp?id=29012, within the next 30 days. It takes approximately one hour to complete.

V. Youth Employment Overview *(discussion/ action item)*

Glenn Eagleson, who is a Senior Planner and Policy Analyst at DCYF, has been working for 20 years on youth employment issues. The Mayor's office is asking for recommendations on how the city can make youth employment services more effective. The impetus to get the Mayor involved in this came from the Mayor's Cluster on Children, Youth, Arts and Education which asked city departments to assess what they were doing for youth workforce development. Twelve city departments provide over \$14 million in funding for youth employment and training programs which serve over 4,000 young people. DCYF administers

half of those funds through contracts with community based organizations. The departments have different goals, outcomes, and strategies. There are different restrictions on funding and populations they can serve. Additional funds are provided by the SFUSD. Glenn presented the attached working paper he prepared for the Mayor: *Toward a Coordinated System of Workplace Learning and Job Opportunities for San Francisco's Youth: Recommendations to Mayor Garin Newsom* (March 2005). DCYF is making a commitment to coordinate public departments and then help staff an intermediary which will link the private sector with city departments, schools, and community based organizations.

General Comments in response to Glenn's presentation:

- Report needs clarification – What is the purpose– to pay kids money, keep them busy, or provide real training? Who is the target population? Do the current programs work?
- The Youth Council completed a strategic plan, but realized that it needed input from a broader set of stakeholders. They had a federal mandate, but didn't have authority. Until there is a common definition and goals, it's hard to evaluate effectiveness.
- Report seems to be calling for two tracks 1) improving existing quality programs and 2) setting up long-term vision re: youth employment.
- Need to place greater emphasis on role of higher institutions (City College, state, etc.) and industry in the report. How can they contribute or facilitate the process?
- Many adults work with youth who are not in the youth employment business. There needs to be a community resource to advise employers about workplace issues specific to youth --the role they need to play re: social work, counseling, confidentiality, youth development.
- Why haven't some youth employment programs worked?
- Most youth go to school. What is the role of SFUSD. Why haven't we had a successful school to career program?
- Jobs for Youth was problematic. It's often hard to find qualified youth for first-source hiring. Part of the reason why so many city departments fund the same programs is that community organizations have to piece together their funding to create the whole package.
- You need to state up front what the trends in youth employment have been. For example, in 1978 there were 5,000 federal jobs. Now there are only 400. City has stepped up to try and fill the gap with programs such as MYEEP.
- You need a case statement with data in the first paragraph to get everyone's attention and interest in why this is relevant.
- Youth need clear guidelines for program qualifications; it shouldn't be just first come first served.
- How about true workforce development. What about the kids who are lacking the skills? Where's the training part in all of this? Hard skills training – plumbing, website design, etc. Soft skills – being on time.
- Would youth get their information at physical sites in their neighborhoods or on a web-based clearinghouse? Would an effort be made to use existing distribution channels to youth, such as main offices in schools, gang violence programs, wellness centers?
- Overall, we understand fragmentation, but what's the VISION?
- We can't place kids in retail now. Real gestalt of the business community.
- Mayor has symbolic power that city has an obligation to do this.
- Job market is changing dramatically. Former youth jobs, such as newspaper routes, are filled by adults. Recommend the SCANS program which teaches youth technology, interpersonal, and problem-solving skills.
- Must market job readiness effectively to youth. Most businesses are not social workers. They want to hire responsible, competent, professional workers.
- How do we reach the kids who aren't in the schools, who aren't in any training programs?
- Youth jobs should be vehicles to growth, not ends in themselves.
- Recommend that publicly funded programs preserve the criteria that take the highest risk kids first.
- Is the demand for city funded jobs greater because private sector is so weak?

- Set up training wages at 85% of minimum wage, but training wage is only good for first 100 hours.
- If youth are taking adult jobs, how would that affect homeless rate.
- How do you track the soft skills – whether the training is effective or not?
- Lots of kids living in Daly City attend schools in San Francisco. The number is huge.
- Youth employment is just one part of the whole picture. We have to do citywide planning on youth – whole person.

Action Taken: On motion moved and seconded, members agreed to be revisit youth employment in six months.

VI. Director's Report

Margaret thanked members for their input on Community Needs Assessment. Reported on the 1,200 conference attendees at DCYF's April 6, 2005, conference at the Marriott. DCYF asserted itself as a moral force in the city to focus attention on children's issues. Really good workshops. People had never heard the Mayor in person before. Great success.

VII. Agenda Planning for Upcoming Meetings *(discussion/action item)*

At the next meeting, CAC would like a report on the status of summer jobs, and Margaret needs to bring a draft letter for review at the next meeting nudging city on youth employment. Major focus of May meeting will be rec center redesign. We'll also set aside time to do some agenda planning.

I. Adjournment *(action item)*

The meeting was adjourned at 7:30 PM. Next meeting will be in Room 034 on Thursday, May 5.

Addie Lanier, Executive Assistant to Margaret Brodtkin (note taker).

Attachment: Executive Summary Toward a Coordinated System of Workplace Learning and Job Opportunities for San Francisco's Youth, Recommendations to Mayor Gavin Newsom March 2005

Meeting minutes are approved by the Committee at the next regularly scheduled Citizen's Advisory Committee meeting. Any changes or corrections to these minutes will be reflected in the minutes of the next meeting.





Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Thursday, May 5, 2005
5:30 – 7:30 pm
City Hall, Room 034 (Basement)

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Committee Members

CJ Callen
Ed Center
Queena Chen
Nick Deluca
Danny Guillory

Tinisch Hollins
Craig Martin
Kathy Owyang-Turner
Amanda Piercy
Janet Shalwitz

Mauricio Vela
Kent Woo
Lorraine Woodruff -Long

Ex-Officio Members

Juanita Santana, Representing Child Care Planning & Advisory Committee
Charlene Clemens, Representing Family Support Council
Ann Cochrane, Representing, Youth Council
Kathy Baxter, Representing SafeStart

- I. Roll Call & Call to Order
- II. Review Agenda and Approve Minutes of Last Meeting (*discussion/action item*)
- III. Sunshine Training Completion (*sign declarations*)
- IV. Recreation Center Redesign (*discussion/action item*)
- V. Agenda Planning for Upcoming Meetings (*discussion/action item*)
- VI. DCYF Director's Report
- VII. Announcements
- VIII. Adjournment (*action item*)

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CHILDREN'S FUND CITIZENS' ADVISORY COMMITTEE

MINUTES

DOCUMENTS DEPT.

Thursday, May 5, 2005

5:30 – 7:30 p.m.

City Hall, Room 034

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I. Roll Call & Call to Order

Committee Members Present:

Ed Center, Danny Guillory, Janet Shalwitz, Mauricio Vela, Kent Woo, Lorraine Woodruff-Long

Committee Members Absent:

CJ Callen, Queena Chen, Nick Deluca, Tinish Hollins, Craig Martin, Kathy Owyang Turner, Amanda Piercy,

Ex Officio: Kathy Baxter, Charlene Clemens, Ann Cochrane, Juanita Santana

Quorum was not achieved.

DCYF Staff Members Present:

Margaret Brodtkin (Director), Mike Leo (Program Officer), Addie Lanier (Executive Assistant to Margaret Brodtkin).

II. Review Agenda and Approve Minutes of Last Meeting *(discussion/ action item)*

Action Taken: On motion moved and seconded, CAC unanimously approved Minutes of March 7 meeting without any corrections.

III. Sunshine Training Completion *(discussion/ action item)*

Action Taken: Since none of the members present had viewed the training video, this item was put over to the next meeting with the request that Addie send multiple reminders to complete it so we can sign off at the June meeting.
http://www.sfgov.org/site/cityattorney_index.asp?id=29012

IV. Director's Report

After 7 months as director, working on various issues:

- A) Management issues: reestablishing a communications position to produce newsletter, keep website current, working on increasing training and capacity building of CBOs.
- B) The Policy Council focus is evolving. Has strong members (head of SFSU, and the Chamber of Commerce).
- C) Working on streamlining evaluations – more standards based, dividing grantees into six subareas, strengthening program officers as effective evaluators. Staff planning retreat is in two weeks. We're reviewing the CNA to determine what planning bodies we need to form on hot issues – e.g., transportation
- D) EIR for Child Care in SF
- E) Summer Food Program is in process, expanded since last year, one-third more sites
- F) Convened citywide information referral meeting with United Way, Mayor's Office of Neighborhood Services, Children's Council and others. Trying to figure out DCYF's role in creating a central data clearinghouse of information for children and families.
- G) Trying to figure out DCYF's role and relations with other city departments. Mayor has made Communities of Opportunity a priority for all his departments.

Comments from CAC Members:

Margaret should present the CNA to private industry groups and community agencies.

Could DCYF convene a citywide case management meeting, and then just set it on its own?

Stay abreast of 311 efforts in the city.

Share any information and referral handouts with health care providers – distribute to a wider audience than just CBOs or public schools.

Program officers sometimes don't have a good reputation re: fiscal side of program. Train them.

If there is a potential for increased funding, consider refunding programs that were cut or not refunded through one-time funds.

V. Speakers

Emily Queliza, Bay Area Scores, 440 Alabama Street, SF 94110 equiliza@americascorers.org. Announced Jamboree event, Saturday May 21, Boxer Stadium, SF 10:00 – 3:00 p.m. All day soccer tournament, 28 teams. Organization provides education, soccer, leadership skills. Serves children 7-11 years old.

VI. Agenda Planning for Upcoming Meetings *(discussion/ action item)*

Standards

Fitness/ over weight children

Action Taken: On motion moved and seconded, CAC unanimously agreed to schedule standards for next regular CAC meeting.

VII. Recreation Center Redesign *(discussion/ action item)*

Mayor is interested. Joint effort between DCYF and Rec & Park. Rec Centers are in almost every neighborhood. DCYF has invested in preliminary research and concept paper re: redesigning rec centers into vibrant community hubs. Presentation by consultant, Connie Dubin, following the handout "Draft Rec Center Redesign – Rec & Beyond".

Comments:

Include playgrounds, not just rec centers, in Rec & Beyond plans

Where is Labor (unions) in this discussion?

How will Rec & Beyond centers differ from Beacon Centers?

How do Rec & Beyond centers fit into existing neighborhood agencies and services?

Do Rec & Beyond centers pose a threat to other CBO funding?

How will you develop the process to find interested pilot sites?

How do you define a true partnership?

How can Rec & Park adopt more youth development standards in its youth programming?

How can Rec & Park and CBOs share organizational culture?

Why are some rec centers working even when there is no institutional support for reaching out to community? It has to be more than just an inspired director. Have you looked at these sites?

Please clarify programming vs. actual use – compare 20 low-income kids vs. 4 middle class adults using the same tennis court

Must get a sense of urgency from Rec & Park and a strong commitment to make pilot sites succeed

How would you guarantee that resources are shared equally by all members of the community? E.g., when a rec center becomes desirable, the more affluent, more outspoken patrons can take over the programming (pilates classes in the gym at night instead of open rec time for kids).

Many benefits to CBOs participating, including possibility of greater visibility, increased funding.

Have to ensure that CBOs are not asked to cut other aspects of their programs if they take Rec & Beyond funding.

Must remember that Rec & Park has been so underfunded for so long. It'll take some work to remove institutional blockages. Important to add the needs of seniors to the mix.

VIII. Announcements

None

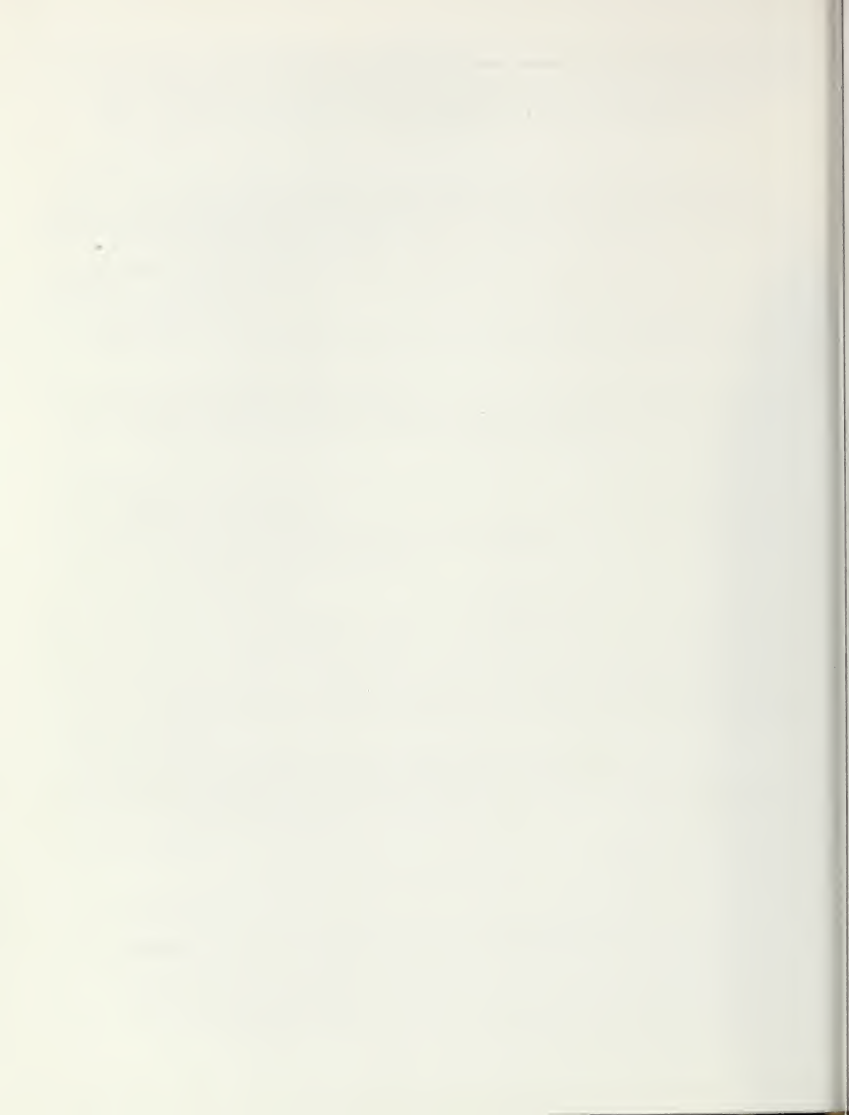
IX. Adjournment *(action item)*

The meeting was adjourned at 7:30 PM. Next meeting will be in Room 034 on Thursday, June 2.

Addie Lanier, Executive Assistant to Margaret Brodtkin (note taker).

Attachment: DRAFT Concept Paper: Rec & Beyond

Meeting minutes are approved by the Committee at the next regularly scheduled Citizen's Advisory Committee meeting. Any changes or corrections to these minutes will be reflected in the minutes of the next meeting.





Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Thursday, June 2, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900

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Ed Center
Queenia Chen
Nick Deluca
Danny Guillory

Tinisch Hollins
Craig Martin
Kathy Owyang-Turner
Amanda Piercy
Janet Shalwitz

Mauricio Vela
Kent Woo
Lorraine Woodruff-Long

Ex-Officio Members

Juanita Santana, Representing Child Care Planning & Advisory Committee
Charlene Clemens, Representing Family Support Council
Ann Cochrane, Representing, Youth Council
Kathy Baxter, Representing SafeStart

- I. Roll Call & Call to Order
- II. Review Agenda and Approve Minutes of Last Meeting (*discussion/ action item*)
- III. Sunshine Training Completion (*sign declarations*)
- IV. Election of Chair and Vice-Chair positions (*discussion/ action item*)
- V. Improving quality and accountability in DCYF programs serving children: A discussion of DCYF's new initiative to implement standards. (*discussion/ action item*)
- VI. DCYF Director's Report
- VII. Agenda Planning for Upcoming Meetings (*discussion/ action item*)
- VIII. Announcements
- IX. Adjournment (*action item*)

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CHILDREN'S FUND CITIZENS' ADVISORY COMMITTEE

MINUTES

Thursday, June 2, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900

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I. Roll Call & Call to Order

Committee Members Present:

CJ Callen, Nick Deluca, Danny Guillory, Tinisch Hollins, Kathy Owyang-Turner, Amanda Piercy, Janet Shalwitz, Kent Woo, Lorraine Woodruff-Long, Charlene Clemens (ex-Officio), Kathy Baxter (ex-Officio)

Committee Members Absent:

Ed Center, Queena Chen, Craig Martin, Ann Cochrane, Juanita Santana

DCYF Staff Members Present:

Margaret Brodtkin (Director), Nani Coloretti (Director of Policy, Planning & Budget), Laura Moye (Planner and Policy Analyst), Allen Smith (Planner and Policy Analyst), Addie Lanier (Executive Assistant to Margaret Brodtkin).

Quorum was achieved and meeting was officially called to order.

II. Review Agenda and Approve Minutes of Last Meeting (*discussion/action item*)

Minutes approved without objection.

III. Sunshine Training Completion (*sign declarations*)

Committee member signed declarations which are being kept on file at DCYF offices.

IV. Election of Chair and Vice-Chair positions (*discussion/action item*)

Danny Guillory was unanimously elected Chair. CJ Callen and Amanda Piercy were unanimously elected Co-Vice Chairs.

V. Improving quality and accountability in DCYF programs serving children: A discussion of DCYF's new initiative to implement standards. (*discussion/action item*)

Laura Moye, Nani Coloretti, and Al Smith, all DCYF staff, gave a presentation on standards. In the past DCYF has conducted 2 large outcome evaluations. Year one, it was 160 agencies. Year 2, it was 169 agencies. We found there were lots of limitations. Wanted to measure the program's impact on children and youth, but couldn't get good quality data due to too many confounding factors. A major benefit from our previous two evaluations is our enhanced Contract Management System which allows us to collect quality data (demographics, types of service, amount of service, and a lot more). Other city agencies JPD, MOCD, MOCJ, are in the process of evaluating or adopting the Contract Management System, which would help us with interdepartmental coordination. Twenty percent of DCYF programs already have more intense evaluations built-in to program design (e.g., Beacons, SF Team, Safe Start). Those programs will not be affected, nor will the programs that offer family support or early childhood care and education since the standards for these areas are already part of a standards-based evaluation process.

For the other agencies, DCYF wants to move forward with a different evaluation strategy. It would include a consumer participation survey, site visits by program officers, data collection, and standards development. DCYF already does the first three. Plan is to develop standards starting with the latest youth development practices to develop program-specific standards around which DCYF can train, assess, and monitor its program effectiveness.

Comments from CAC Members:

Tinisch Hollins: One problem of CMS is that DCYF doesn't verify data, and that DCYF has to hold agencies accountable for doing the things the data is saying they're doing. One Recommendation is that Program Officer Site Visits have to include an audit of CMS data.

Janet Shalwitz: You have a lot of process. Is all this evaluation/process making a difference in the life of kids?

Lorraine Woodruff Long: You should consider the cost to CBO organizations to do evaluations. For some it's an astronomical number of hours just to get kids in the system where they can be tracked.

Charlene Clemens & Nani Coloretto: Difficult to measure social service outcomes. E.g., Drop-in programs won't necessarily achieve academic improvement, but it's a safe place to go. Unfortunately, hard data outcome would need a coordinated system approach.

Nick Deluca & Janet Shalwitz: You have to be able to measure whether the agency is achieving the outcome it stated, e.g., are they teaching the kids to read? Can there be some measurable outcome, e.g., reduce drop out rates, or a kid found a mentor?

Danny Guillory: Can DCYF program officers adequately monitor the number of programs they carry? 200 agencies means 30-40 agencies as a caseload.

Margaret Brodtkin: DCYF is developing a protocol for putting agencies on probation.

CJ Callen: What is the larger system agenda? Why do we fund what we do? (Allocation Plan guides funding). Do we need to do a system evaluation of youth employment or afterschool?

Kathy Ovyang-Turner: Capacity building takes \$\$\$. Need to build capacity of program officers.

VI. DCYF Director's Report

So far, Children's Fund allocations have been preserved in next year's budget. DCYF collaboration with Rec and Park Department is going well. There will be three 3 1/2 hour planning sessions with Rec and Park staff, planners from DCYF, and CBOs in June and July. Unexpected funds have been designated for 05-06 as follows – funding in literacy and parenting in SE sector; \$150,00 for transportation solutions, workforce intermediary (project with United Way Bay Area and others), and infant/toddler child care. Would like CAC input on how to design a \$300,000 initiative to improve literacy and parenting in South East Sector. The overriding theme for the Policy Council is how to preserve/enhance San Francisco as a family-friendly city. Considering having Policy Council sponsor an America Speaks focus group on why families are leaving the city. There are 7 staff openings @ DCYF, including a Director of Training and Capacity Building. We need to appoint new members to open CAC seats (two youth, one adult).

VII. Agenda Planning for Upcoming Meetings (*discussion/action item*)

- Literacy and Parenting Initiative for SE Sector
- Transportation
- Allocation Plan

What kind of staffing is necessary @ DCYF in order to deliver on projects/initiatives?

Afterschool presentation by Allen Smith

Training Budget @ DCYF: Peer learning, internal capacity building, quarterly meetings

VIII. Announcements

Summer plans might prevent quorum. Addie will email everyone, and please respond with availability.

IX. Adjournment (*action item*)



Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Thursday, July 7, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900

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Committee Members

CJ Callen

Ed Center

Queen Chen

Nick Deluca

Danny Guillory

Tinisch Hollins

Craig Martin

Kathy Owyang-Turner

Amanda Piercy

Janet Shalwitz

Mauricio Vela

Kent Woo

Lorraine Woodruff-Long

Ex-Officio Members

Juanita Santana, Representing Child Care Planning & Advisory Committee

Charlene Clemens, Representing Family Support Council

Ann Cochrane, Representing Youth Council

Kathy Baxter, Representing SafeStart

I. Roll Call & Call to Order

II. Review Agenda and Approve Minutes of Last Meeting (*discussion/ action item*)

III. Addition of New Members to Fill Vacant Seats (*discussion/ action item*)

IV. DCYF's plan to fund \$300K for Southeast Sector Literacy and Parenting Programs (*discussion/ action item*)

V. DCYF's plan to fund \$150K for Transportation (*discussion/ action item*)

VI. Director's Report

VII. Agenda Planning for Upcoming Meetings (*discussion/ action item*)

VIII. Announcements

IX. Adjournment (*action item*)

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CHILDREN'S FUND CITIZENS' ADVISORY COMMITTEE

MINUTES

Thursday, July 7, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900

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I. Roll Call & Call to Order

Committee Members Present:

CJ Callen, Nick Deluca, Tinisch Hollins, Amanda Piercy, Juanita Santana, Ed Center, Ann Cochrane

Committee Members Absent:

Craig Martin, Danny Guillory, Janet Shalvitz, Kent Woo, Kathy Owyang-Turner, Lorraine Woodruff-Long, Mauricio Vela, Charlene Clemens (ex-Officio), Kathy Baxter (ex-Officio)

DCYF Staff Members Present:

Margaret Brodtkin (Director), Keith Choy (Stay in School Coalition Coordinator), Artina Lim (Senior Program Officer), Winna Davis (Director of Programs and Grants), and Addie Lanier (Executive Assistant to Margaret Brodtkin).

- Roll Call & Call to Order – Quorum was not achieved. Discussion on agenda items proceeded without voting.
- Review Agenda. Approval of Minutes postponed until next meeting.
- Addition of New Members to Fill Vacant Seats

Mission District, Latino, Early Childhood representation lacking. Members have to live in the city and shouldn't receive funding from Children's Fund. Regarding youth members (and all members), CAC doesn't give adequate background information to help members understand context; youth members need buddies to help prepare; would be good to give a youth orientation about CAC and DCYF. CAC members need to speak up when issues are not clear, and presenters must limit the jargon. Members were asked to submit candidate names to Margaret by the end of next week. Addie was asked to send a formal letter to members who have not attended to ask them to participate or step down so an active member can take his/her place.

- DCYF's plan to fund \$300K for Southeast Sector Literacy and Parenting Programs

This initiative was originally suggested as a way to protect funds during the city's budget process. Since the Board of Education acquiesced to Mayor's request to keep Malcolm X open in the Bayview, Margaret proposed this "southeast sector literacy and parenting idea." This budget is \$300 K for this year. This funding will be there in future years as well. Who would the CAC recommend to be at the table for this initiative? What age-range would we target (preschool, elementary, high school?).

CAC Suggestions included . . .

a) Jumpstart is child care center-based literacy program. For \$100K they could leverage other funds and enter into all 29 child care centers. Uses university students as mentors. The few centers they have been in already cite side benefits such as parent involvement, morale, staff interest. It's for licensed child care centers only (not home based child care).

b) Evenstart Program. (State and federally funded program). Literacy program for teen parents. Teen parents are in school, and their kids are in a child care setting. Literacy goes on as a function of learning about infant brain development. Ann Cochrane has a contact person for this program.

c) Focus should be on programs that allow DCYF to leverage other funds. Danger of bringing in outsiders. Needs a model that has a curriculum. Parenting/lending library/activities. Define the scope -- either decide to do something general OR something narrow and intensive. \$300K is not a huge budget.

d) Where are the existing literacy programs in SE sector? Are existing programs at capacity? Starr King literacy is District 10. Grant out \$100K per site. Prevention is important because you have more parent involvement earlier. By elementary parental involvement diminishes.

e) So much information about importance of brain development. Maybe linking parenting skills with brain development education and literacy.

f) A good model. Wu Yee came in and did a lot of mental health -- violence prevention and literacy -- lots of art and literacy projects. Education was a broader context than just literacy. Must move quickly.

Initial Recommendations: Early intervention, focus on parents, targeted approach, teen parents. Don't just plop something down in a dysfunctional system. Margaret must convene several meetings to refine approach. Suggestion to include reps from targeted neighborhoods (Vis Valley, Charles Drew).

- DCYF's plan to fund \$150K for Transportation

Transportation report from Keith Choy, Stay in School Coordinator. Current year budget of \$150K is just a first step. Issues as he sees it:

- 1) Elementary and Middle School kids need to get home safely afterschool, especially once it's dark in the winter.
- 2) Truancy rates are tied to accessible/safe transportation. Reduction of truancy is key.
- 3) Must address the reality that kids go to school all over town. Kids' preference and family needs vary so greatly. Must have diverse solutions.

Have talked to MUNI and Laidlaw (the contractor who currently buses students for SFUSD). Several years ago DCYF gave vans to community based organizations. They had to hire drivers, pay for liability coverage, hard to find people to drive at the beginning and end of day. Mission Van Collaborative was effective (Jamestown, Boys and Girl Club, MNC). Vans taking Sureno and Norteno kids to different safe places is a good example.

CAC suggestions included:

- a) Add stops on Laidlaw lines. Work out shuttle service w/ existing companies. SFUSD-provided bus service stops after 5th grade. That's too early. Look into giving all SFUSD kids Fast Passes, making transportation (or transportation during certain hours) free.
- b) Use existing infrastructure. Van Share.
- c) Transportation for children is a city problem. Children's Fund shouldn't be the only city resources to work on a solution.
- d) What is the city doing to intervene in violence issues so that riding public transportation is safe. DA is trying to replicate the Community Response Network (Mission District) in Bayview.

e) Talk to City Car Share to help transportation. What about a model like Fed Ex Hubs? Fed Ex is a major corporate donor for children's programs. What if we take \$30,000 and sponsor a competition that awards an urban planning solution to transportation? Could Mayor's Office consult with industry expertise (e.g., ask Fed Ex?)

- Director's Report

Rec & Park initiative progressing well. DCYF, Rec & Park, and community organizations – will launch pilots in the spring

Launched youth employment intermediary. Operating out of the United Way. Connected to city's One Stops.

Annual Family Day – Summer day. Gift to SF families. Do it during the summer. CAC suggestions (a) having free admission to museums, etc. should not occur on the same day as the festival; (b) try and get four venues free at the same time and then offer free MUNI rides or shuttles.

- Agenda Planning for Upcoming Meetings

Allocation Plan for Children's Fund for September

Membership of CAC.

- Announcements

- Adjournment (*action item*)





Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Thursday , August 4, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900

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Ed Center

Nick Deluca

Danny Guillory

Tinisch Hollins

Craig Martin

Kathy Owyang-Turner

Amanda Piercy

Janet Shalwitz

Mauricio Vela

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Charlene Clemens, Representing Family Support Council

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Kathy Baxter, Representing SafeStart

- I. Roll Call & Call to Order
- II. Review Agenda and Approve Minutes of Last Two Meetings (*discussion/ action item*)
- III. Presentation – Children's Services Allocation Plan Process: How can the CAC and community assist in drafting the new Allocation Plan which will guide how the Children's Fund is strategically invested in the next three-year funding cycle. The funding cycle will begin 2007-08. (*discussion*)
- IV. Director's Report
- V. Agenda Planning for Upcoming Meetings (*discussion/ action item*)
- VI. Announcements
- VII. Adjournment (*action item*)

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CHILDREN'S FUND CITIZENS' ADVISORY COMMITTEE

MINUTES

Thursday, August 4, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900

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I. Roll Call & Call to Order

Committee Members Present:

Ed Center, Nick Deluca, Craig Martin, Kathy Owyang-Turner, Janet Shalwitz, Kent Woo, Lorraine Woodruff-Long, Juanita Santana, Ann Cochrane, Charlene Clemens, Kathy Baxter

Committee Members Absent:

Danny Guillory, Mauricio Vela, Timisch Hollins, Amanda Piercy

DCYF Staff Members Present:

Margaret Brodtkin (Director), Nani Coloretti (Director of Planning), Ken Bukowski (Director of Finance and Administration), Mardi Lucich (City Child Care Coordinator), Addie Lanier (Executive Assistant to Margaret Brodtkin), September Jarrett (Consultant)

II. Review Agenda and Approve Minutes of Last Two Meetings (*discussion/action item*) Correction: SF FAMILY SUPPORT NETWORK (not council). Correct in both sets of minutes.

III. Presentation – Children's Services Allocation Plan Process: How can the CAC and community assist in drafting the new Children's Services Allocation Plan (CSAP) which will guide how the Children's Fund is strategically invested in the next three-year funding cycle? The funding cycle will begin 2007-08. (*discussion*)

Nani Coloretti is Director of Planning; September Jarrett is a consultant. CSAP determines funding over a 3-year period. DCYF will be wedded to its prioritization of funding. We are in year two of the second planning phase of Children's Amendment. Tonight's session is really a brainstorm.

Handout: Cycle is as follows: 1st year DCYF must do a Community Needs Assessment which identifies systems-level issues, provides data, and articulates service area issues in San Francisco. In the Needs Assessment, we don't just talk about the Children's Fund and DCYF, but we get to talk about other departments and stakeholders. It's really about the whole public system serving youth in SF.

Overview: We spend \$317 annually on children 0 – 18. Children's Fund is only 9% of the overall children's budget. Largest percentage of funds goes to child welfare and safety (foster care, etc.) Second largest percentage of funds goes to public health – MediCal. 50% of the \$317 million is categorical. We had great difficulty getting effectiveness trade-off discussion with other departments. The 9% figure is actually higher, when you look at chunk of discretionary dollars and percentage of local money. Much more of children's services money comes from federal and state dollars.

The CSAP has to be outcome oriented and include measurable goals – to what ends are we investing this money? Must include evaluation. We need a draft CSAP by January 31, 2006. In February and March 2006, it goes to the community for comment. Every supervisory district has a public meeting on CSAP. Then it goes before the Board of Supervisors.

We are data rich at DCYF. In the past CSAP effort, we did stakeholder meetings and focus groups to talk about priorities. We had 10 goals, and then allocated children's fund by percentage. Met five criteria.

During September, we would like to hold meetings to gather "Big Picture" ideas (Policy and Program ideas that DCYF should address

- «Does DCYF look at the overall allocation (other departments, state and fed)? -- Data gathering at beginning of process is critical.
- Do we want to make it address global goals?
- Policy that every child has had an opportunity to have a job experience?
- Do we want to prioritize the strategic relationship between children's services and the SFUSD?
- Do we want to say that every child should receive a home visit in their first year of life?
- Do we want Baby Bonds like they're doing in London?
- What does the plan do?
- Fragmentation of services, SF has a wealth of riches. Children's Fund is a coordinator of children's services.
- We talk about leveraging. Are we really doing a decent job on leveraging? Could we do a better job?
- Do we need an Ombudsperson, or entity to hear complaints about Children's Fund?
- Forget the vision thing – we are going to serve every child.
- Is the planning process related to identified crisis that is affecting the community – e.g., Over one-third of high school students of color don't graduate. How does this plan affect systemic change?
- These funds have to be expended on retaining children in SF. All systems of care, including SFUSD. Find out what's working.
- Every department funds youth programs. All have their own request for proposals. Sheriff's Department, PIC. To make a program whole. Joint RFP – DCYF becomes clearing house. Summer Youth Programs with crisis come May. Those of you who want a summer job need to begin in February., backfill in June. If we're the adults, must think ahead. Solve that problem. Once we get it working, SFUSD has a mentor program that funds @ a Beacon Center. Hold their feet to the fire. Joint large RFP with First Five, DHS. Make services more cohesive. One or two other departments to join with (don't need everyone at once). Start where we can be successful and build.
- Using the arts to educate
- Target safety and security at places where we serve children. Safety is an issue at many school and CBO locations.
- Bring social services into a school site.
- Drop out rate in schools – be thinking of stay in school programs for the children. Lot of parents with young children. Latch key program inadequate. Going back to school really scared. Summer disconnection when nothing is being done. Laying the foundation starts with the infants. Focus on infant care as drop out prevention.
- Tendency in planning is to think of service sectors (health) or age categories, but it would be great to pay attention to the gaps and the transitions that don't get made. No bridge from early child hood and SFUSD. Drop out and health issues. If we could figure out some way to look at how things are interconnected.
- Brain development happens 0-3. But very little subsidy to parents. Fathers missing-out on having healthy relationships in lives of their children. This board should use the advisory groups out there to get feedback. Use the agencies to get feedback from parents. Use CBOs, agencies as conduit. Those serving children. Youth can speak for themselves.

WHAT KINDS OF QUESTIONS ARE HELPFUL RATHER THAN A LAUNDRY LIST OF ISSUES?

- Community agencies have different kind of data. Fragmented knowledge of when RFPs are published. Need a central data point, standardize data collection. FYI - 70% unemployment rate for blind youth, highest of all disadvantaged groups, yet frequently they don't meet the "criteria."
- How do we focus our look into the family – focus on making parent *advocates* rather than providing children's services.
- Support for new mothers and fathers -- looking to launch a project that focuses on supporting brain development. Pilot that project and move towards new fathers. Research based – train fathers to be involved.
- City departments have to have to come in with the data. The public will test the data. It's dark, it's dangerous. Your monthly reports on CMS – identifies barriers. Influences service delivery. Citywide vs. neighborhood is an important distinction.
- A number of our families have migrated from the Inner Mission to Excelsior to Bayview HP. They have become homeowners. Two or 3 families have acquired properties as opposed to renting it. As we explore BVHP, there is racial tension that needs to be addressed. How do we take a strategic approach that multiculturalism is here to stay and people need to respect the cultures? We are families who are entitled to DCYF funds. Racism is here, but we need an educational campaign. Collective approach to a multicultural campaign.

DIRECTIVE TO DCYF STAFF: WE NEED YOUR HOMEWORK FIRST.

- Re: last allocation plan – Any analysis of how closely you hit the mark with what you said, with what you did? We're in year two.
- Duplication of services and continuity. Student population in communities. Families are turned away in BVHP, but other programs aren't available due to safety.
- If we can reduce the violence in the neighborhood you go a long way towards improving the quality of life for children and families. Mayor mentioned putting cameras in plaza east.
- Families living in neighborhood. Intervention within the existing community.
- Law enforcement. On behalf of children and families DCYF can be a bully pulpit.
- We can pressure or expand good quality programs – REPLICATE GOOD PROGRAMS!
- How can we leverage law enforcement? Systemic targeted change – that DCYF take a position . Instilling the sense of physical safety.
- Neighborhood vs. Citywide: both are important. Sometimes hard to distinguish.
- The biggest elephant in this room is SFUSD.
- Safety: Neighborhood enlightenment.
- One look at a global proposal for the Children's Fund – focus on one problem.
- Target drop outs – Must be city initiative, not just the Children's Fund.
- Inclusion (special needs, etc.) is an important idea
- Target one idea for a funding cycle, but then change it for next one.
- Parents are involved in programming part of RFP
- Three-year funding cycle – is this effective? Programs finally geared up and funding ends.
- What kinds of system reforms should DCYF be promoting?

IV. Director's Report

- a. Just hired 8 new staff -- Training Position, Community Outreach position (website, biweekly updates)
- b. Set up working groups re: SFUSD/CBO relationship
- c. We held the line on the budget
- d. Family Support Network is now staffed and operating
- e. Early Literacy Initiative – age 0-3 and focus on parents
- f. Collaboration w/ Rec and Park Department to turn rec centers into family-empowering hubs is in design phase.

- g. Reconstituted CAC. We want people to come to this meeting.
- h. Mayor's Policy Council (next meeting 9/14/05) – Focus on Families Leaving the city, SFSU data, who's leaving and where they're leaving from.
- i. Family Connect (4 part family appreciation program sponsored by DCYF and other city departments). First celebration is a Family Festival @Yerba Buena Gardens on October 22. 11 am-3 pm.

V. Agenda Planning for Upcoming Meetings (discussion/action item) Follow-up on CSAP and Family Connect.

VI. Announcements

VII. Adjournment (action item)

/end



Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Thursday , September 8, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900 DOCUMENTS DEPT.

MAY - 9 2006

Committee Members

CJ Callen

Ed Center

Nick Deluca

Danny Guillory

Tinisch Hollins

Craig Martin

Kathy Owyang-Turner

Amanda Piercy

Janet Shalwitz

Mauricio Vela

Kent Woo

Lorraine Woodruff -Long

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Ex-Officio Members

Juanita Santana, Representing Child Care Planning & Advisory Committee

Charlene Clemens, Representing Family Support Council

Ann Cochrane, Representing, Youth Council

Kathy Baxter, Representing SafeStart

I. Roll Call & Call to Order

II. Review Agenda and Approve Minutes of Last Meeting (*discussion/ action item*)

III. Presentation

(A) Follow-up to Children's Services Allocation Plan Process from August meeting: How can the CAC and community assist in drafting the new Allocation Plan which will guide how the Children's Fund is strategically invested in the next three-year funding cycle. The funding cycle will begin 2007-08. (*discussion*)

(B) Family Connect. DCYF partnership with Mayor's Office and other city departments to provide quarterly free family-centered activities and information and referral to city services at venues throughout the city.

(C) Review of candidates for appointments to fill open CAC seats (two youth, and one adult)

IV. Director's Report

V. Agenda Planning for Upcoming Meetings (*discussion/ action item*)

VI. Announcements

VII. Adjournment (*action item*)

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CHILDREN'S FUND CITIZENS' ADVISORY COMMITTEE

MINUTES

Thursday, September 8, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900

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I. Roll Call & Call to Order

Committee Members Present:

Kathy Owyang-Turner, Amanda Piercy, Janet Shalwitz, Mauricio Vela, Lorraine Woodruff-Long

Committee Members Absent:

CJ Callen, Ed Center, Nick DeLuca, Danny Guillory, Craig Martin, Kent Woo

DCYF Staff Members Present:

Margaret Brodtkin (Director), Julie Ansell (Family Festival Coordinator), Addie Lanier (Executive Assistant to Margaret Brodtkin), September Jarrett (Consultant).

II. Quorum was not achieved. Approval of minutes of previous meeting was put forward to next meeting.

- III. Presentation: Re: NEXT STEPS FOR ALLOCATION PLAN. When the Children's Amendment passed, a process was set up. Year one: Community Needs Assessment Year two: Based on the data in needs assessment, we invest the fund dollars. But it's a broader task. What is the city spending on children? How should we *strategically* invest the Children's Fund? Should the allocation plan be broad vs. targeted initiatives? Analysis of what we would lose if we carved out a big chunk of funds. By next month, we'll be able to articulate the process. If we moved more \$\$ into initiatives, what might we lose in terms of overall programming? DCYF will be sitting down with controller's office to talk about other departments, so that when we engage with the community, we'll have a better overall budget picture.

No easy place to go to find out such data. How can you explain what's going on for children's funding when it's so complex? Two needs -- blueprint for what's going on, and then Information and Referral (I&R). Regarding I&R: Mayor's Office of Neighborhood Services (SF Find) a database for the city. City is working on a 311 system. DCYF should convene the Information & Referral -- Lines Family Support Network, 1-800 in MCH, Domestic Violence Lines, DOSV, HIFY, Youthline, API, Family Resource for Spanish. Watch Channel 26.

Re: FAMILY CONNECT DISCUSSION: The Mayor wants one of the signatures of his administration to be Family Connect. Julie Ansell, our coordinator, is taking Family Festival into a "Gavin Newsom presents" Family Festival.

Components of Families Connect will be:

1. Family Fest (fall)
- 2... Free Day @ museums, city attractions (winter)
3. Information Fair about summer options (spring)
4. Road show to targeted neighborhoods (summer) -- register families for EITC, foodstamps.

How do we use "Family Connect" as an umbrella? Mayor wants to announce concept in his state of the city address.

National League of Cities used "connect" theme as well -- connecting people to economic opportunity, social network, services.

Family Festival 2005 is set for October 22, 2005: 11-3 pm @ Yerba Buena Gardens in the Esplanade.

- A. Fun Zone -YMCA, Rec & Park, Bike Coalition, Dept of Environment, Health Champions.
- B. Art Zone - art museums participating. Zeum, Asian Art Museum, de Young
- C. Info Zone - Good materials, resources grouped similar booths, Treasurer's office is getting people to sign up for no-cost accounts for families. Coleman will do an affordable housing wish tree. Voter registration. Recycle batteries.
- D. Entertainment - Storytime stage (young authors and children's authors). Big stage, highlight. Rec & Park coming. Youth Movement Records. CD burning for kids.

Information is posted on www.dcyf.org - easy to navigate. Muni will give 800 spots. BART electronic displays let nonprofits advertise for free. SF Giants and 49ers. PSA on screen. Coleman will sign up San Francisco Families. PPS will be registering members. We could release the Policy Council report on October 22, 2005. The city loves its families, but we can't house them. Need a statement about housing. Youth Employment: Could the youth participate in a graffiti wall - comment wall? Loco Bloco. Mauricio will look into this.

Other Family Outreach opportunities

Existing Street Fairs: Grants for the Arts and SF Arts Commission. Use a facility in the neighborhood.

Mayor's Open Houses once a month in every different neighborhood. Family, the Mayor, the Arts, Jobs, Housing. People can feel like they can get to him - more like conversations. We don't see the Mayor in strong neighborhoods. He has a town hall once a month. Mayor in his shirt sleeves, being less formal and more like "chilling" with the people. Regular community event specifically family oriented. Horizons DJ Project: Tent dance off. Good

Watch language. San Francisco doesn't "LOVE" its families. It cares. SF is a great place for families.

Budget: Mayor's office is covering printing bill. Washington Mutual. Wells. DCYF.

IV. Filling vacant CAC member seats:

Margaret will submit names to Mayor for possible appointment Alfredo Sabillon (youth), Lysabel Fabian (adult), Leticia Alcantar (adult), Jon Nauer (adult). Margaret will also check in with current members who are not attending often. CAC members liked the candidates Margaret presented.

IV. Director's Report:

1. Staffing Update: Nani Coloretto will become Deputy Director of Policy @ Mayor's office. Strengthens link w/ Mayor's office. September Jarrett becomes Director of Policy @ DCYF. September went to graduate school w/ Julian Potter, Direct of Policy in Mayor's Office, at the New School for Social Research.
2. Standards is consuming considerable amount of time. Family Support Network doing considerable work. Youth employment (PIC, everyone else) is being done.
3. Rec Center Redesign. Feedback from Family Support Network (Maryann Flemming) Issue we brought up is Rec & Park and Family Resource Centers - try not to duplicate services.
4. CBO/School District: Elois Brooks and Margaret are going to co-convene a task force. Charlene Clemens would like to join the Task Force.
5. Policy Council: High level policy council to educate mayor on big family ideas that cut across departments. 26 people are on it. 3 key dept heads, Trent Rhoher HSA, Dwayne Jones MOCD, Mitch Katz DPH. Families leaving San Francisco. Public Research Institute - analyzing existing data. Census comparisons. Family responses and non-family responses to Controller's survey. Affordable housing, cost of living, quality of public schools. Parking, safety, to a lesser degree. It's the housing.

- V. Agenda Planning: October 6th. A. Information Dissemination (City's 311, information and referral, who should be involved, etc.) Parent Ambassador Program (First 5 will probably let the program go. Should DCYF put it in allocation plan?) B. Policy Council Report on data.

/end



Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Thursday, October 6, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900

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Committee Members

CJ Callen

Ed Center

Nick Deluca

Danny Guillory

Tinisch Hollins

Craig Martin

Kathy Owyang-Turner

Amanda Piercy

Janet Shalwitz

Mauricio Vela

Kent Woo

Lorraine Woodruff -Long

Ex-Officio Members

Juanita Santana, Representing Child Care Planning & Advisory Committee

Charlene Clemens, Representing Family Support Council

Ann Cochrane, Representing, Youth Council

Kathy Baxter, Representing SafeStart

I. Roll Call & Call to Order

II. Review Agenda and Approve Minutes of Last Meeting (*discussion/ action item*)

III. Presentation

(A) DCYF's role in improving how we bring information to the public -- the new 3-1-1 telephone system, provider and parent websites, events like street fairs and Family Festival, brochures and flyers, and so forth.

(B) Policy Council report: Getting Behind the Headlines: Families Leaving San Francisco

IV. Director's Report

V. Agenda Planning for Upcoming Meetings (*discussion/ action item*)

VI. Announcements

VII. Adjournment (*action item*)

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Department of Children, Youth & Their Families
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Thursday, November 3, 2005
5:30 – 7:30 pm
DCYF OFFICES 1390 Market Street, Suite 900

Committee Members

CJ Callen	Craig Martin	Kent Woo
Ed Center	Kathy Owyang-Turner	Lorraine Woodruff-Long
Nick Deluca	Amanda Piercy	Alfredo Sabillon
Danny Guillory	Janet Shalwitz	Jon Nauer
Tinisch Hollins	Mauricio Vela	

Ex-Officio Members

Juanita Santana, Representing Child Care Planning & Advisory Committee
Charlene Clemens, Representing Family Support Council
Ann Cochrane, Representing, Youth Council
Kathy Baxter, Representing SafeStart

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- I. Roll Call & Call to Order
- II. Review Agenda and Approve Minutes of Last Meeting (*discussion/action item*)
- III. Presentation
 - (A) State of the City
 - (B) Children's Services Allocation Plan – Proposed process
- IV. Director's Report
- V. Agenda Planning for Upcoming Meetings (*discussion/action item*)
- VI. Announcements
- VII. Adjournment (*action item*)

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For More Information, contact: Cissie Lam, (415) 554-8967 or clam@dcyf.org, 1390 Market Street, Suite 900, San Francisco, CA 94102.

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Representation of Children's Fund Citizens' Advisory Committee
Children's Fund Citizens' Advisory Committee
NOTICE OF REGULAR MEETING

AGENDA

Thursday, December 1, 2005
5:30 – 7:30 pm
DCYF OFFICES 1390 Market Street, Suite 900

Committee Members

CJ Callen	Craig Martin	Kent Woo
Ed Center	Kathy Owyang-Turner	Lorraine Woodruff -Long
Nick Deluca	Amanda Piercy	Alfredo Sabillon
Danny Guillory	Janet Shalwitz	Jon Nauer
Tinisch Hollins	Mauricio Vela	

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Ex-Officio Members

Juanita Santana, Representing Child Care Planning & Advisory Committee
 Charlene Clemens, Representing Family Support Council
 Ann Cochrane, Representing Youth Council
 Kathy Baxter, Representing SafeStart

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- I. Roll Call & Call to Order
- II. Review Agenda and Approve Minutes of Last Meeting (*discussion/ action item*)
- III. Presentation & Discussion
 - (A) DCYF 06-07 Budget -- Preliminary Discussion
 - (B) CSAP: Draft Presentation on Overall City Spending for Youth 0-17
- IV. Director's Report
- V. Agenda Planning for Upcoming Meetings (*discussion/ action item*)
- VI. Announcements
- VII. Adjournment (*action item*)

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For More Information, contact: Jonathan Wrobel, (415) 554-8991 or jonathan@dcyf.org, 1390 Market Street, Suite 900, San Francisco, CA 94102.

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DEPARTMENT OF CHILDREN, YOUTH & FAMILIES
CHILDREN'S FUND CITIZENS' ADVISORY COMMITTEE

MINUTES

Thursday, December 1, 2005

5:30 – 7:30 pm

DCYF OFFICES 1390 Market Street, Suite 900

DOCUMENTS DEPT.

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I. Roll Call & Call to Order

Committee Members Present:

Kathy Baxter, Ed Center, Charlene Clemens (Ex-Officio), Danny Guillory, Amanda Piercy, Alfredo Sabillon, Juanita Santana (Ex-Officio), Janet Shalwitz, Lorraine Woodruff-Long, Mauricio Vela

Committee Members Absent:

CJ Callen, Ann Cochrane, Nicholas Deluca, Tinisch Hollins, Craig Martin, Jon Nauer, Kathy Owyang-Turner

DCYF Staff Members Present:

Margaret Brodtkin (Executive Director), September Jarrett (Director of Public Policy & Planning), Jonathan Wrobel (Executive Assistant to Margaret Brodtkin), Winna Davis (Director of Program & Grants), Alicia Yang (Youth Empowerment Fund Coordinator), Kenneth Bukowski (Director of Finance and Administration), Ayoka Turner (Coordinator of Training and Capacity Building)

Public:

Sandra Santana-Mora
N'Tanya Lee

II. Review Agenda

III. Director's Report:

Margaret announced that Afterschool for All is now a priority of DCYF after the Mayor's State of the City address. State Prop 49 will be key to realizing this plan. Funds will be competitive, but San Francisco could get up to 6 million dollars and then must get a 3 million dollar match. A more complete presentation will be provided at the next CAC meeting.

The next stage of Family Appreciation Day is January 8, when selected museums and other city attractions will be free to San Francisco families with children. DCYF will be partnering with the SF Examiner to maximize the publicity

IV. Presentations:

(A) Children Services Allocation Plan

September Jarrett shared a PowerPoint presentation on the CSAP. She explained how the CSAP provides a citywide snapshot of all spending on children, youth and families, and proposes allocations with a special focus on the Children's Fund. It faces various challenges, with the inconsistent data gathering in the past having created a challenge with comparability of present and past data. September asserted that all the data in the PowerPoint presentation was preliminary. CAC asked how the City of San Francisco compared with other cities in terms of percentage of the city budget spent on children. Margaret Brodtkin responded that the percentage is pretty high in comparison to other cities. September summed up that the CSAP presents picture of what the city's needs are in

children spending so that DCYF can better spend its discretionary funds, while simultaneously working for budget tracking of City departments' youth 0-17. September opened the floor for general feedback, and any suggestions as to what additional information the CAC would like to see in the presentation, when it is given to the community in meetings in January and February. CAC members advised that it is important to be aware of how spending links to each other and how several different departments may fund key activities of one agency.

(B) DCYF BUDGET 06-07

Margaret Brodtkin distributed a 05-06 Budget Summary for DCYF, detailing the revenues and expenditures for the 05-06 budget. She explained the various revenue sources on the handout: the *General Fund* is funding from the Board of Supervisors, and the Mayor; the *Public Education Fund* is funding channeled through DCYF that is then contracted to SFUSD, with a large increase for this coming year due to PROP H that will be managed by numerous requirements and a Prop H committee; the *Other* revenues come from State, Federal Sources, including CPAC (Child Care Planning and Advisory Council), which every state and county have to set and drive the childcare policy, and SafeStart. She detailed the expenses and opened the floor for comments by the CAC. The CAC commented on the low administrative costs and questioned the low expenses for Evaluation, which due to the CSAP, they believed would be higher. Margaret explained that some of the costs of the Standards process and Evaluation were rolled into staff salaries under the administrative expenses.

Kieu-Anh King made a presentation from the Mayor's Budget Office explaining how the Mayor's budget office was in the process of finalizing the budget instructions that week and that as they signed labor agreements they would obtain a clearer picture of the upcoming budget. The mayor was planning to prioritize the maintenance of direct services, and thus would have to reduce certain costs and ask each Department to shoulder all or half of these costs.

Margaret completed the Budget presentation by discussing her memo that outlined the basic assumptions, considerations and proposals for the DCYF budget, as well as concerns and proposals for the children's services citywide. She then opened up the floor to the CAC to express what priorities were in the community in terms of the commitments the mayor has made. Upon request of the CAC she expressed her belief that the priority should be an Afterschool for All because of its ability to leverage \$2 for every \$1. Several members concurred with making afterschool a high priority, however there were concerns over whether the money would be spent on increasing quality or quantity. The CAC pointed out that in order to increase demand it was necessary to increase quality of current Afterschool programs and not just quantity of afterschool slots available.

CAC members also expressed that SafeStart needed more funding, members also highlighted the importance of Youth Employment, particularly, employment that provided both soft and hard skills. The CAC also made a point that it was vital that funding continue to go to the basic "bread and butter" services, and that they such services should not lose funding on account to funds being diverted to supply the newest "popular" demands and issues.

There was a general consensus among the CAC that the budget discussion should be continued throughout the year and that the CAC was an excellent forum to open up the budget discussion to the community.

V. Approve Minutes of Last Meeting

November minutes were approved as presented (motion by Lorraine Woodruff-Long, seconded by Ed Center). Afterschool for All and budget will be topics for the next meeting.

VI. Announcements

DCYF has an Emerging Needs fund with basic guidelines set by DCYF. There have been two CAC member resignations: Tinisch Hollins, Craig Martin. We will be looking for new members, and suggestions of names are welcome.

VII. Adjournment

